



Operational Policies and Procedures

Division: Students	Topic: Audio/Video Recording Policy
Policy No. S017	Effective: May 2016
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The presence of audio and, particularly, video recording devices may inhibit frank and open instruction and discussion of course material in the classroom, or otherwise may interfere with the proper academic conduct of the class, interactions amongst students, or the proper administration of Academy Canada's affairs. For this reason, the following policy applies to audio and video recordings of any person or persons attending upon Academy Canada premises or who participate in Academy Canada instruction or business:

- Audio recording of lectures or instruction, other than where an audio recording is an accommodation, shall be permitted for individual private study, at the discretion of the instructor, and only with the consent of Academy Canada.
- Video recording of lectures or instruction is strictly prohibited without the prior written consent of Academy Canada.
- Any unauthorized or non-consensual audio or video recording of any person on Academy Canada premises, or otherwise in relation to Academy Canada curriculum, instruction or business, constitutes academic misconduct and may result in disciplinary action, including suspension or expulsion.