

**Graduate Student Rights and Responsibilities, Museum Studies Program
Corcoran School of the Arts and Design, Columbian College of Arts and Sciences
George Washington University**

1. Graduate students in the Museum Studies Program have the right to exercise academic freedom in researching, learning, and participating in University programs and activities.
2. Graduate students should be familiar with University's Code of Student Conduct, the primary document governing non-academic student behavior. It defines prohibited conduct for students and student organizations and sets up a conduct system to address reported violations and preserve student rights.
See <https://studentconduct.gwu.edu/code-student-conduct>
3. Should a Museum Studies student ever feel they have been discriminated against on the basis of race, color, religion, sex, national origin, age, disability, veteran status, sexual orientation, or gender identity, they should consult the following CCAS policy.
<https://studentconduct.gwu.edu/student-grievance-procedures>
4. Should a Museum Studies student ever feel it appropriate to allege an instance of arbitrary or capricious academic evaluation (wrongful grade), they should refer to the attached CCAS policy.
5. Graduate students have the right to pursue activities, collaboration, research, and publications to increase their academic and/or professional development without fear of discrimination, harassment, or other adverse conduct.
6. With regard to academic and professional work, students have a right to
 - a. Ownership of and access to their intellectual property. If work is conducted in association with an outside institution, the assignment will designate that intellectual property rests with student.
 - b. Participation in activities to foster their professional development including, but not limited to, internships, relevant conferences, volunteer experiences, workshops, and courses;
 - c. Professional and academic guidance from their advisor and from faculty and staff other than their advisor;
 - d. Treatment with courtesy and respect by faculty, administration, and other students
7. With regard to academic and work, students are responsible for
 - a. Adhering to professional and academic standards of conduct
 - b. Adhering to the code of academic integrity, including mastering proper citation (Chicago Manual of Style) and having a clear understanding of plagiarism and how to avoid it
8. Graduate students have the right to report any other forms of conduct not covered by the procedures and policy outlined in points 3 and 4 above that they consider adverse to their achievement of educational success. These issues might include requiring clarification about assignments or expectations, or inquiring about refinements of the structure of a class.

- a. Students are encouraged (but not required) to bring concerns directly to the professor who is teaching the class to seek to clarify or resolve the issue. (Be sure you have read the syllabus carefully before doing so.) Know that all professors are dedicated to creating a welcoming, safe place for learning and exchange, and have developed a syllabus intended to structure your development, skill-building, and intellectual growth.
 - b. If you feel uncomfortable bringing your concern to your professor, you should contact the program head. The program head will bring your concerns to the professor anonymously, unless you request otherwise.
 - c. If the program head is the professor for the class in question, bring your concerns to a trusted member of the faculty who will relay those concerns anonymously to the program head.
 - d. If intervention by the program head does not resolve the concern or problem, or if the program head fails to act, or if the issue is not otherwise satisfactorily resolved, student should contact the director of the Corcoran School of the Arts and Design.
 - e. If intervention by the Director of the Corcoran does not resolve the concern or problem, or fails to act, or if the issue is not otherwise satisfactorily resolved, student should turn to the CCAS Dean of Graduate Studies for resolution.
9. As a general rule, most problems are able to be resolved within the Museum Studies program. We will take all grievances seriously when they come from your honest assessment of the situation and we will work with you to 1) reestablish trust and a necessary level of comfort and 2) provide all the information students need to succeed in their classes.