

Code of Conduct

CMBA Ontario Learners

Purpose & Scope

The Code of Conduct outlines the minimum required behaviours expected from CMBA Ontario's Learners.

This document is to be used by all Learners that are attending any education course hosted by CMBA Ontario. There are no exceptions.

Any breaches to the Code of Conduct must be reported to the CMBA Ontario Executive Director immediately.

Code of Conduct

As a Learner of the Canadian Mortgage Brokers of Association of Ontario (CMBA Ontario), I pledge myself to...

- I. Fully invest myself in the learning experience by making my best effort to develop the skills as outlined in the course learning objectives and by attending all classes, reviewing all course material, preparing for classes, and actively participating.
- II. Respect the course instructor and course administration staff with professional integrity and civility and avoid any misconduct.
- III. Contact the course instructor and/or course administration staff for any clarifications on the course material or administration of the course.
- IV. Conduct myself with honesty and fairly when completing the course material.
- V. Follow the examination rules and complete the final examination myself without any outside assistance.
- VI. Not share the course material to others
- VII. For in class learners, respect the views of others during discussions in class and in all interactions.

- VIII. Uphold the highest level of ethics and professional integrity in the mortgage industry by respecting the regulations, rules, and standards, including the CMBA Code of Professional Conduct.
- IX. Not conduct myself within the mortgage industry with misrepresentation, false pretenses, or in contravention of the mortgage industry's professional standards.
- X. Portray a professional image at all times and conduct myself in a manner that respects the Ontario Human Rights Code and the dignity and rights of all persons without prejudice as to race, religious beliefs, colour, gender, physical characteristics, age, ancestry, or place of origin.

It is understood that the Learner's Code of Conduct outlines the minimum standards of professional conduct and that I will make every effort to conduct myself ethically and with integrity.