

## Regulations on Student Discipline

1. The University may take disciplinary action against a student who violates any rule or regulation of the University and/or commits any misconduct such as:
  - (a) defamation of or assault on or battery against any student or staff member of the University;
  - (b) wilful damage to or defacement of any property of the University;
  - (c) theft, fraud, misapplication of the University funds or property of any kind;
  - (d) theft committed on campus;
  - (e) plagiarism in written assignments or cheating in tests or examinations or an offence in connection with examinations or violation of any of the rules and regulations governing the conduct of examinations;
  - (f) falsification or misuse of University documents or records;
  - (g) refusal to comply with any regulations or orders by authorised persons and bodies prohibiting any conduct which disrupts teaching, study, research or administration of the University;
  - (h) any conduct which is detrimental to the reputation and well-being of the University;
  - (i) an offence of an immoral, scandalous or disgraceful nature of which the student has been convicted in any court of law; or
  - (j) misrepresentations or false statements made in any application or document submitted to the University.
2. The University requires that complaints against a student be reported in writing to the Student Discipline Committee, which shall investigate and make findings upon them.
3. The Student Discipline Committee may order to impose upon any student found guilty of an offence, any of the following penalties which may be entered into the transcript of the student's academic record:
  - (a) community services;
  - (b) disqualification of results;
  - (c) reprimand;
  - (d) fines;
  - (e) suspension from part or all of the rights, privileges and/or the use of part or all of the facilities of the University for a specified period of time;

- (f) suspension from the University for a specified period of time;
- (g) expulsion for a specified period;
- (h) permanent expulsion; and
- (i) any other penalties as considered appropriate.

Penalty (f), (g) or (h) may be imposed only with the approval of the President or his designate.

4. Students found guilty of offences related to academic integrity such as cheating in assessment work, tests or examinations; plagiarism; aiding academic dishonesty; violating rules governing the conduct of examinations that are related to possible cheating (including the possession of unauthorized materials at the examination, use of electronic devices during examination, etc) will be subject to the penalty of having their subject result disqualified and being given a failure grade with an appropriate remark denoting that it is due to academic dishonesty. The remark will be appropriately shown on the students' record and on documents such as assessment result notification and transcript of studies until their leaving the university. These students will also be subject to the penalty of the lowering of their award classification by one level upon graduation.
5. Students who are found guilty of the alleged offences (academic or non-academic) will be put on "disciplinary probation". The status of "disciplinary probation" will be shown on the students' record and on documents such as assessment result notification, transcript of studies and testimonial during the probation period, until their leaving the University. The disciplinary probation which will normally be one year unless otherwise decided by the Student Discipline Committee.
6. Students who have been put on "disciplinary probation" will be deprived of certain privileges. They shall not receive honour from the University or engage in activities such as eligibility for scholarships/awards/prizes, selection of outstanding students/Student Ambassadors, taking up leadership roles within the University and joining the Pre-Global Student Challenge and Entrepreneurship Scheme. Students may also be given lower priority in Student Hall residency, funding and subsidies for student projects, courses/activities, overseas academic exchange, internship jobs, mentorship programmes, overseas WIE.
7. The student concerned shall have the right to appear before the Student Discipline Committee or to submit a written statement to the Committee within three working days before the scheduled date of hearing. A student attending a hearing of the Committee may ask a staff member or a student of the University of his/her choice to accompany him/her.