



IUCG Student Welfare and Disciplinary Procedure

WELFARE AND DISCIPLINE OF STUDENTS

The Dean of Students is responsible for the Welfare and Discipline of students. He/she works in close collaboration with the Students' Representative Council (SRC) and The Guidance and Counselling Unit.

For the efficient and effective running of his/her office, the Dean of Students shall have the support of a committee made up of:

1. Three representatives of the Lecturing staff
2. A representative of the SRC
3. representative of the Academic Affairs Department
4. A representative of the Administration/Finance Department

DISCIPLINARY PROCEDURE

If a student violates any University College rules and regulations, it shall be reported to the Dean of Students for appropriate disciplinary action to be taken against the student. For serious offences involving a group of students, the committee of the Dean of Students shall investigate the matter and apply appropriate disciplinary measures or make recommendations to the President.

Pending the appointment of the Dean of Students and his/her committee, all matters relating to breaches of academic and non-academic discipline shall be referred to the Disciplinary Board of the University College (IUCG).

Students who breach the laws of the land shall be handed over to the Police.

DISPUTES BETWEEN STUDENTS

Where a dispute of non-academic nature arises between students of the University College, the dispute shall be referred to the committee of Dean of Students to resolve it.

If the dispute is not resolved at that level, the matter shall be referred to the Vice President (Finance and Administration) who may set up a committee of Inquiry for this purpose or may request the Disciplinary Board to investigate and recommend further action.

SANCTIONS

Disciplinary measures for breaching the Rules and Regulations of the University College (IUCG) or for committing any other act of indiscipline that could disturb the good order of the College or bring discredit to the University College shall take the following forms:

1. Warning or reprimand
2. A monetary fine
3. Withholding of Examination results
4. Suspension from the University College for a period ("**rustication**")
5. Dismissal from the University College

Punishments which involve temporary or permanent removal from the University College shall be effected only after the approval of the Management Committee of IUCG.



APPEALS ON DISCIPLINARY ACTION

Any student who is dissatisfied with any disciplinary action may appeal to the Vice-President (Finance and Administration) through the Dean of Students for a review within 7 days after receiving notification of the disciplinary measure instituted.

The Vice-President (Finance and Administration), on receipt of a review request from the Dean of Students, may order a review of the disciplinary action.

When carrying out such a review, the Vice-President (Finance and Administration) may set up a Committee of Inquiry (on which students' interests are represented) or may request the Disciplinary Board to investigate and make recommendations for further action.