



THE MBARARA UNIVERSITY OF SCIENCE AND TECHNOLOGY STUDENT(GENERAL) RULES

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THE MBARARA UNIVERSITY OF SCIENCE AND TECHNOLOGY STUDENT (GENERAL) RULES

1. Citation

These rules shall be referred to as the Mbarara University of Science and Technology Student Rules (hereinafter referred to as “student rules.”)

2. Application

- a) These rules shall apply to all students of Mbarara University of Science and Technology.
- b) These rules shall not exclude:
 - i) the application and enforcement of the Laws of Uganda in relation to any matter concerning a student or group of students;
 - ii) the application of any rules and regulations as may be from time to time, in place pertaining to the use of the Library Laboratory or any other facility of the University.
- c) Every student admitted to the University shall at all times, whether within or outside University premises, comply with these rules and any other rules of the University, faculty, department, Library, Laboratory or any other facility of the University and any associated or partnering institution.

3. Interpretation

Unless the context otherwise requires, for purposes of these rules -

“Associated or partnering institution” means an independent institution that supports or collaborates with MUST to deliver its objectives.

“Student” means a student duly admitted to an academic or research program at the University, whether registered or not.

“Student (General) Rules” means the Mbarara University of Science and Technology Student (General) Rules.

“University” means Mbarara University of Science and Technology.

4. General standards of conduct

- a) Every student shall at all times exhibit respect for him or herself, fellow students, staff including teaching and non-teaching staff and all persons in Authority.
- b) No student shall conduct themselves in a manner that tarnishes or brings into disrepute the name and image of the University.
- c) Students shall at all times dress appropriately and shall observe general standards of decency.
- d) Every student shall at all times uphold the values of the University.
- e) Students shall observe general principles of privacy and avoid conduct that infringes on one's right to privacy.

5. Reporting

- a) Students joining the University for the first time shall report on the appointed date.
- b) Any student unable to report on the appointed date shall immediately inform the relevant University authorities (such as the Academic Registrar) not later than two weeks from the appointed date of reporting.
- c) Failure to comply with this rule shall lead to rescission of admission.

6. Registration with the University

- a) All students admitted to the University shall ensure they are duly registered with the University within the time prescribed for registration.
- b) Students that fail or neglect to register within the prescribed time shall not be permitted to access University facilities and may suffer penalties for late registration as prescribed in the University Fees Policy.

7. Impersonation or falsification of documents

- a) A student who impersonates another person or presents forged or falsified documents to the University commits a criminal offence for which they shall be prosecuted.
- b) The University reserves the right to rescind admission and registration of a student who impersonates another person or presents forged or falsified documents.

8. Time management

All students shall be ready to start University functions on the appointed time on the first Monday of the semester. All students must manage and plan their time accordingly. Late coming and absenteeism shall be deemed an offense.

9. Attendance requirements

- a) Every Student shall meet the prescribed attendance or other requirements for the program to which he or she has been admitted. In all cases, the attendance requirement shall not be below 80% of the total hours scheduled for a course or subject in a semester.
- b) Students that are unable to attend lectures on medical grounds or for any other reason shall inform the Dean of the Faculty to which they belong and provide supporting evidence.
- c) Students participating in University activities such as sports and any other university activities that require them to be away for extended periods of time, shall do so subject to approval of the relevant University officer overseeing the activity.
- d) Any student who fails to comply with this rule shall not qualify for a Certificate of Due Performance and will therefore not be eligible to sit for University examinations.

10. Halls of residence

- a) Only students permitted to reside in halls of residence shall do so.
- b) All students residing in the halls of residence shall be required to sign a tenancy agreement and to comply with the terms of the tenancy agreement at all times during the duration of the tenancy.

11. Payment of tuition, fees and dues

- a) Payment of tuition and other university fees shall be in accordance with the University Fees Policy.
- b) Any other payments due to the University shall be paid as communicated to the student.

12. University property and equipment

- a) Every student shall exercise the highest standard of caution in handling University property so as to avoid possible damage.
- b) Willful or negligent damage to University property constitutes an offence punishable under these rules.
- c) All furniture, fittings and other property of the University shall not be moved from its proper or designated place, altered or disposed of without the consent of the officer of the University responsible for that property.
- d) All equipment of the University shall be used in accordance with the rules or policies governing the use of such equipment.
- e) Students who need to use University equipment outside regular or scheduled times shall seek permission from the relevant officer of the University.

13. University premises and facilities

- a) Students shall access University premises and facilities for purposes of attending lectures, university ceremonies and events, conducting research and other activities related to their academic or research programs.
- b) Access to and use of University premises shall be in accordance with the university rules and policies on opening and closing hours, health and safety and any other requirements relating to use of the premises or facilities.
- c) Use of university premises for student and private meetings or any other activity shall be subject to express authority granted by the relevant officer of the university.
- d) Access to and use of the University Library shall be in accordance with the University Library rules.
- e) Access to and use of Laboratories shall be subject to supervision and in accordance with the University rules on access to and use of laboratories.
- f) No student shall enter or grant access to restricted premises and facilities of the University.
- g) No student shall authorize, let or sub-let, rent or sub-rent any premises or facilities of the University.
- h) No student or group of students shall use University premises or facilities for any purpose that disrupts properly scheduled University activities.
- i) Information Technology (IT) facilities shall be used in accordance with the IT policy of the University.

14. Financial impropriety

Any student or student leader who misappropriates funds of the University or a duly recognized student association or body commits an offence and shall be liable to disciplinary action in accordance with these rules.

15. Alcohol, substance and drug abuse

- a) Alcohol, substance and drug abuse are prohibited.
- b) The University shall take appropriate measures to deal with students suspected to be engaged in alcohol, substance and drug abuse. These measures shall include
 - i) investigation;
 - ii) counselling;
 - iii) caution;
 - iv) warning;
 - v) directing the student to undergo rehabilitation
 - vi) suspension; and
 - vii) dismissal where conduct related to alcohol, drug and substance abuse poses risks for other students and the university community.

16. Student activities

- a) Student activities including meetings, gatherings, assemblies, rallies, parties, dances, festivals and any other activity that is non- academic shall not be held on University premises without express authority from the relevant officer of the University.
- b) Students organizing and participating in any of the activities in rule (a) shall observe the prescribed time frames for holding such activities and shall ensure that the activities are orderly and do not disrupt scheduled university activities and do not result in injury to persons or damage to property.

17. Health, safety and security

- a) Students shall at all times observe health, safety and security guidelines in relation to use of premises and facilities of the university as well as exercise vigilance and report any activity or matter that may pose a risk to the health, safety and security of students and the University community.
- b) Fire arms shall not be allowed in the University premises
- c) Students shall comply with security measures set by the University.

18. Correspondence and communication channels

Any student or group of students with a complaint or issues that they wish to bring to the attention of management shall use appropriate communication channels that include but are not limited to:

- i) The student's Guild, for general student matters;
- ii) The Dean of Students, for general welfare matters;
- iii) The Head of Department/ Dean of the Faculty/ Academic Registrar, for academic matters.

19. Demonstrations and related actions

- a) Demonstrations and other forms of civil disobedience shall be held subject to the following rules:
 - i. Approval of such action by at least two-thirds majority of the relevant student body;
 - ii. Compliance with the Laws of Uganda for the being in force;
 - iii. Giving the Vice Chancellor not less than 3 days' notice of the planned demonstration;
- b) Any student or group of students who obstructs or interfere with the work of an official of the University shall be subjected to disciplinary action under these rules.
- c) Any student or group of students who disrupt and/or attack other students, University officials or any other person at a University activity commits an offence.

20. Conduct likely to cause a breach of peace

- a) Any student or group of student who engage in conduct likely to result in a breach of peace shall be subject to disciplinary action under these rules.
- b) Disciplinary action under this rule shall not exclude culpability for a criminal offence.

21. Illness

- a) Students who fall ill during the academic year and have cause to believe that their illness is of such gravity that it might affect their ability to fulfil academic requirements shall inform the Dean of their faculty and furnish him or her with the necessary medical evidence to explain their absence or support a request for temporary withdrawal from the University.
- b) If a student is pregnant they should declare the same to the University Officials as early as possible and if they deliver during exam period they will be allowed to sit the exam when it's next offered.

22. Freedom of worship

All students shall observe principles of freedom of worship and shall neither coarse others to join a specific religion or sect nor engage in activity that is deemed to intimidate, prohibit or threaten those who practice their religion.

The university is a secular institution. Students are informed that university programmes are conducted seven days a week, (i.e from Monday to Sunday). You are therefore, urged to respond to the academic work in the faculty even if it takes place on the respective days of worship.

23. Sexual and other forms of harassment

- a) All students shall comply with the Sexual Harassment Policy of the University.
- b) Any form of harassment including but not limited to cyber harassment, religious and ethnic intolerance, are prohibited and constitute an offence punishable under these rules.

24. Compliance with University rules and policies

Every student shall at all times comply with the rules and policies of the University for the time being in force.

25. Vice Chancellor's powers

The Vice Chancellor has powers to exercise any of the following disciplinary measures:

- a) to discipline a student or group of students in accordance with these rules;
- b) to suspend a student from the University pending a disciplinary hearing.

- c) to discontinue a student in accordance with the rules and policies of the University for the time being in force.

26. Penalties for breach of these rules

Any student or group of students found to be in breach these rules commits an offence and shall, subject to rule 27, be liable to any of the penalties prescribed below:

- a) A caution;
- b) A written reprimand or warning;
- c) Suspension for a period ranging from two weeks to one semester depending on the gravity of the offence;
- d) Denial of a certificate of due performance;
- e) Indefinite suspension pending a disciplinary hearing and in the case of criminal offences, pending investigation and/or prosecution;
- f) Dismissal from the University;
- g) A temporary or permanent prohibition in relation to access to and/or use of university facilities/premises or participation in university activities.
- h) Refund of misappropriated funds;
- i) Monetary compensation or physical replacement of damaged property;
- j) Payment of maintenance and/or replacement costs for damage to facilities and equipment
- k) Termination of tenancy agreement and dismissal from the University halls of residence.
- l) Suspension or termination of activities of a student association or body.

27. Procedural matters

- a) These rules shall be enforced in accordance with the principles of natural justice and established procedures.
- b) A student who commits an offence under these rules shall receive written communication of the offence and be required to respond to the communication in writing within the prescribed time.
- c) A penalty under these rules shall be imposed in writing by the relevant officer of the University, addressed to the student, explaining the offence committed and the penalty.

28. Right of appeal

Any student that wishes to appeal against a penalty imposed under these rules may appeal to:

- i) the Vice Chancellor, where the penalty is imposed by any other officer or committee of the University;
- ii) the Student's Welfare and Disciplinary Committee, where the penalty is imposed by the Vice Chancellor
- iii) a court of law, where dissatisfied with the decision of the University Council.