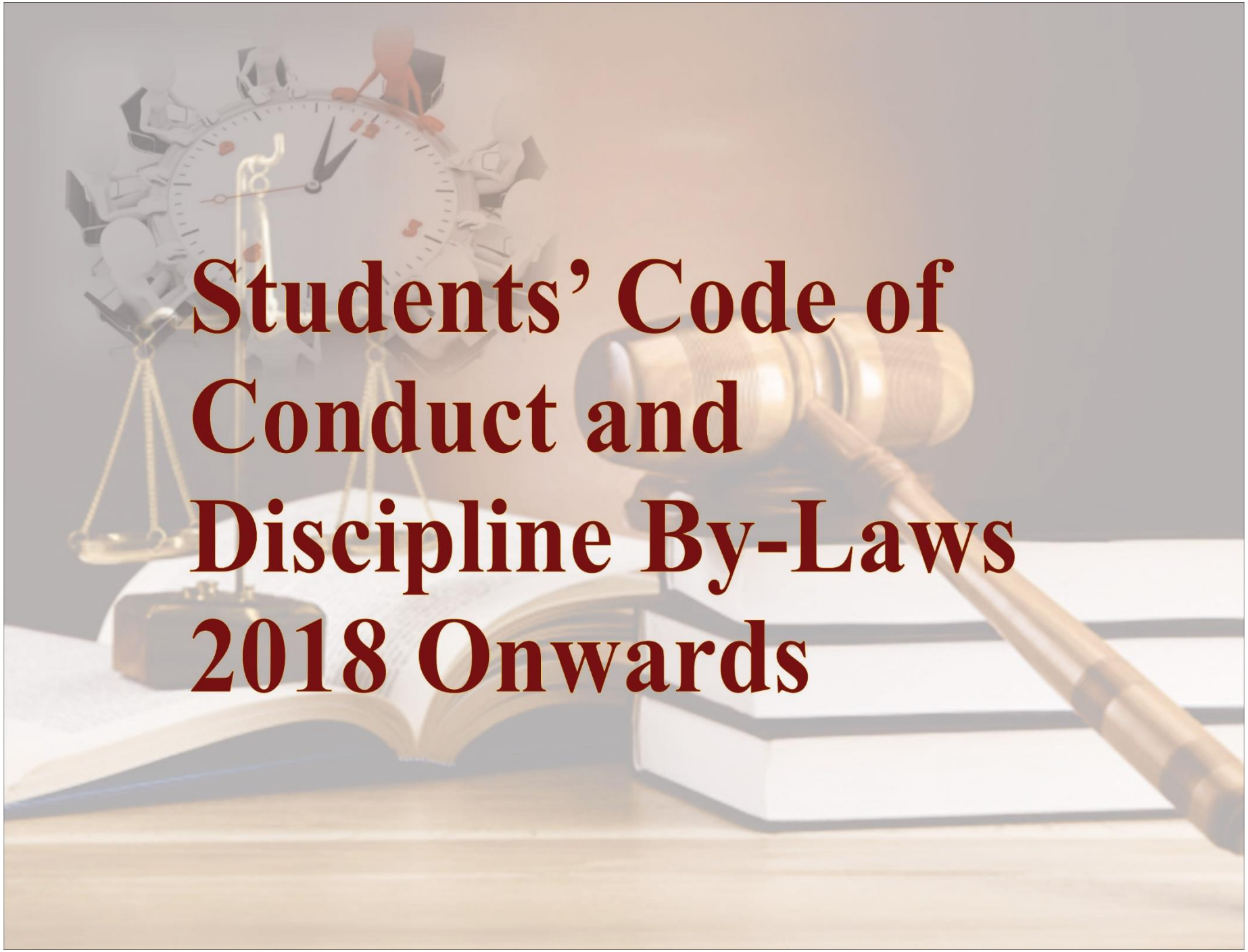


Students' Code of Conduct and Discipline By-Laws 2018 Onwards

UNIVERSITY OF SWAT
STUDENTS' CONDUCT AND DISCIPLINE BYE-LAWS 2018 ONWARDS

1. Title

1.1 These Bye-Laws (including those added or modified subsequently at any time or occasion in any form) may be called the "University of Swat, Students' Conduct and Discipline Bye-Laws-2018". These bye-laws are, therefore, made under Scheduled Statutes, section 15 (i) of the University of Swat Regulation 2010 to maintain an orderly and congenial atmosphere for studies at the University of Swat and its campuses.

2. Definitions:

2.1 In these Bye-Laws unless the context otherwise required the following at any time expressions shall have the definitions hereby respectively assigned to them as under:

(a) "University" means University of Swat.
(b) "Academic Council" means the Academic Council of University of Swat.
(c) "Authority" means any of the authorities of the University specified in Section-18 of University of Swat Regulation-2010.
(d) "Vice Chancellor" means Vice Chancellor, University of Swat.
(e) "Registrar" means Registrar, University of Swat.
(f) "Dean" means Dean of the faculty of the University.
(g) "Director" means the Head of Institute/Centers University of Swat.
(h) "Chairman/Chairperson of the Teaching Department" means the Chairman/Chairperson of constituent department/Centers/Institutes, University of Swat.
(i) "Educational Institution" means an Educational Institution imparting instruction in a subject or subjects related to a Faculty.
(j) "Controller of Examinations" means Controller of Examinations, University of Swat.
(k) "Provost" means Provost, University of Swat.
(l) "Chief Proctor" means Chief Proctor, University of Swat.
(m) "The Wardens means Wardens of the Hostels of University of Swat.
(n) "Director Admissions" means Director Admissions, University of Swat.
(o) "Director Administrations" mean Director Administration, University of Swat.
(p) "Administrative Officer" means Administrative Officer, University of Swat.
(q) "Security Officer" means Security Officer, University of Swat.
(r) "Security Supervisor" means Security Supervisor of the University of Swat.
(s) "Director of Sports" means the Director of Sports, University of Swat.
(t) "University Students Societies" means the University Students Societies, University of Swat.
(u) "Clubs" means the students Clubs of University of Swat.

CODE OF CONDUCT

3. Applicability and Commencement

These Bye-laws shall apply to all students on the roll of all constituent department(s), Institutes/Centers/Colleges and those which may exist with different names or be included at any later stage of University of Swat and shall come into force with an immediate effect.

This document provides a framework for strengthening discipline through a mechanism of identifying expectations, specifying what are violations / indiscipline / acts of misdemeanor and nature of ensuing penalties. The frame work includes rules of and regulations which pertain to 'General Conduct' and 'Academic Conduct'.

Subject to the statutes & regulations of University of Swat, the Chief Proctor/Staff Proctors/faculty members /HoD/Controller of Examinations/Directors and/or anyother person as may be appointed for the purpose etc. shall be responsible for maintenance of discipline among students in their respective class.

4. Students Code of Conduct

Every student shall observe the following code of conduct:

a. Faithfulness in his/her religious duties and respect for convictions of others in matters of religion, conscience and custom.
b. Loyalty to Pakistan and refraining from doing anything which might lower its honor and prestige in any way.
c. Truthfulness and honesty in dealing with other people.
d. Respect for the elders and politeness to all: especially to women, children old people, the weak, disabled and the helpless.
e. Respect for his/her teachers, non-teaching staff and others in authority in the University.
f. Cleanliness of mind, speech, habits, body and environment.
g. Helpfulness to fellow beings.
h. Devotion to curricular and co-curricular activities prescribed and/or organized or carried out under the banner or the University.
i. Observance of thrift and protection of personal and public property.
j. Dedication to the protection and promotion of environment and ecosystem.
k. Upholding the sanctity of the University and compliance to its rules and regulation.

5. Action against Misconduct

5.1 Every member of the teaching staff shall have the power to check any disorderly or improper conduct, or any breach of the rules and Bye-Laws by students in any part of the University and in its premises. All actions taken or penalties imposed against the student shall be recorded and conveyed in writing to Chief Proctor through proper channel immediately.

5.2 If such misconduct occurs in the class-room/Laboratory, the teacher concerned may impose a fine up to Rs. 2000 (Rupees Two thousand. The student concerned shall submit the fine within three days otherwise he/she shall not be allowed to sit in the classroom and the concerned teacher report the matter at once to the head of the department/Institute/College/Centre and may require the student to leave the classroom.

5.3 The Librarian or In-charge of Departmental library shall be responsible for the maintenance of order in the library. In case of any disorderly conduct, misbehavior or any breach of Bye-Laws he/she may be required the offender to leave the library or if the later deserves a severe punishment, he/she may be fined maximum up to Rs. 2000 (Rupees two thousands) or the matter may be reported to the head of the University Discipline Committee immediately.

5.4 The Provost, Senior Warden, Warden and Assistant Warden shall be responsible for the maintenance of order in the hostels. The Administrative Officer, Security Officer, Security Supervisor and Chief Proctor have to assist the hostel administration in handling law and order situation and maintain discipline or whenever they are called for help. The administrative officer shall arrange for police in case of emergency or situations calling for police force to be deployed.

5.5 The Director of Sports shall be responsible for the maintenance of order among the students/players on or near playground, sports complexes, University Gymnasium or while otherwise under his charge. They shall also render their assistance in sport events organized by the Student Societies/Clubs.

5.6 The Chief Proctor, Deputy Chief Proctors, Staff Proctors and Students Proctors shall assist the University officials in maintaining order among the students on the Campus and its premises to check the behavior likely to damage the sanctity, prestige and honor of the institute or its faculty and staff. They should keep a constant check on students while on the campus and its premises.

6. Prohibited Acts

6.1 Full or partial breach of the following prohibited acts would result into one or more minor and/or major penalties and may end up in cancellation of admission or expulsion/rustication from the University:

(a) Smoking in any form in the class-room, corridor, laboratory, workshop, library, examination hall, and convocation hall and during study or functions and/or within all public buildings or places. (Fine: minimum Rs.500/-& maximum Rs.5000/- to be imposed).

(b) Consumption of alcoholic drinks or other intoxicating drugs within the institute or hostel or during teaching/sports/surveys/entering such places or attending any tours/camps while under the influence of such intoxicates. (Rustication and /or fine up to Rs.10,000/- by the University Discipline Committee)

(c)

(I) Except prescribed under the rules and Bye-Laws, organizing or taking part in any function/gathering within the institute or hostel and their premises or organizing any club or society of student under any name on political, regional ethnic, sectarian, or religious basis or helping, supporting or harboring such elements, groups or parties in any part of the University. (Rustication and /or fine up to Rs.10,000/- by the University Discipline Committee).

(ii) Indulgence in politics of any type or to be or become a member of any political party or wing of regional, ethnic or sectarian organization. Participation or supporting any student federation and/or holding a gathering, meeting or taking out procession in any part of the University and its premises. (Expulsion and/or fine up to Rs 30,000/- by the University Discipline Committee).

(iii) Displaying/carrying/putting any badge, insignia, sticker, handout, poster, placard, banner, signboard, or waving flag/emblem of any political party or a sect, tribe or regional group or person, wall chalking on any part of buildings, notice boards vehicles, roads or anywhere on campus or disseminating the same through mobile phone/social media amongst students or other stakeholders. (Fine ranges from Rs.10,000/- to Rs.20,000/- and/or Rustication by the University Discipline Committee).

(d) Collecting any money or receiving funds or pecuniary assistance for or on behalf of the institution except with the written permission of the Competent Authority. (Fine up to Rs. 5000/- by the University Discipline Committee).

(e) Staging, inciting or participating in; or abetting any walk-out, strike, or other form of agitation against the University or its teachers / staff or officers; inciting anyone to violence, disruption of the peaceful atmosphere of the University in any way; making inflammatory speeches or gestures which may cause resentment; issuing of pamphlets or cartoons casting aspersions on the teachers or staff of the University or its bodies; using social media against the university or its faculty and staff or doing anything in any way like to promote rift and hatred among the various groups of classes of students community; issuing statements in the press and Social Media making false accusations or lowering the prestige of the institute. (Expulsion and/or rustication and/or fine up to Rs. 50, 000/- by the University Discipline Committee).

(f) Possession of weapons of any kind on the campus including fire-arms, crackers clubs, rod, sharp or blunt tools in the University and its premises (Depends on nature of weapons the fine shall range from Rs.5000/- to Rs.10000/- and/or Rustication by the by the University Discipline Committee).

(g) Interference in the official matters and threatening the authorities or staff and faculty. (Fine of Rs.5000/- to Rs.10000/- and/or Rustication by the University Discipline Committee).

(h) Living in hostels without payment; or hanging on the dining hall, canteen or sponging on an individual or shops on the campus of University or cheating the hostel authorities (Fine of Rs.5000/- to Rs.10000/- and/or Rustication/Removal from Hostel by the by the Provost / Hostel Warden).

(i) Subletting/living without permission in hostel. (Fine of Rs.2000/- to Rs.10000/- and/or Rustication/removal from hostel by the Hostel Warden).

(j) Violation of traffic rules, playing loud music, making noises, blowing horns in the prohibited areas, making drifting screeches on road and teasing and chasing female staff /Students in the University in its premises. (Rustication and/or fine up to Rs. 10,000/- by the University Discipline Committee)

(k) Roaming around girl's schools/colleges/hostels and in the family residential areas on the campuses and chasing University vehicles or misconduct in the University vehicles or private students duty vehicles or any other falling under the breach of the rules. (Fine of Rs.2000/- to Rs.10,000/- and/or Rustication by the Provost / Hostel Warden / Chief Proctor).

(l) Ragging, physical abuse of another person, or conduct which threatens or endangers another, or verbal or physical threats which cause reasonable apprehension of harm (the faculty/staff proctors may impose fine Rs 500- 2000 or report to Chief Proctor/ University Discipline Committee) .

(m) Disorderly behavior, such as shouting, abusing, quarrelling, theft, fraud, fighting and insolence (the faculty/staff proctors/officer concerned may impose fine Rs 500- 2000 or report to Chief Proctor/ University Discipline Committee). ?

(n) Public display of affection including cuddling, holding hands, kissing or any other immoral behavior etc with members of opposite/same gender (the faculty/staff proctors/officer concerned may impose fine Rs 500- 2000 and/or report to Chief Proctor/ University Discipline Committee).

(o) Being involved in theft of property or services, or intentional or reckless damage to property of the Institute, or of a member of the Institutes community, or of a visitor to the Institute (the faculty/staff proctors/officer concerned may impose fine Rs 500- 2000 and/or report to Chief Proctor/ University Discipline Committee).

(p) Being in possession of stolen property or concealing the presence of items which belong to other persons or failing to share information of on the same (the faculty/staff proctors/officer concerned may impose fine Rs 500- 2000 and/or report to Chief Proctor/ University Discipline Committee).

7. Act of Indiscipline

Anyone who:

(a) Commits any of the prohibited acts under these Bye-laws.
(b) Disobeys the lawful order of teacher or other person in authority in the University.
(c) Habitually neglects his/her work or habitually absents himself/herself from classes without valid reason;
(d) Willfully damages public property or the property of a fellow student, teacher or employee of the University.
(e) Does not pay the fees, fines, or other dues payable under the rules and Bye-Laws;
(f) Does not comply with the rules relating to residence in hostels; or uses indecent language, wears immodest dress, makes indecent remarks or gestures, or behaves in a disorderly manner; or commits any criminal immoral or dishonorable act (whether committed within the Campus or outside) or any act which is prejudicial to the interest of the institute shall be guilty of an act of indiscipline and shall be liable for each such act to one or more of the penalties mentioned below in Bye-laws.

8. Penalties

The penalties which may be imposed and the authorities competent to impose each kind of penalty are specified below:

8.1 Minor Penalties

No	Penalty	Imposing Authority
(a)	Removal from class-room, laboratory, workshop or field work up to four consecutive lectures.	Teacher Concerned
(b)	Withdrawal from games/fields/Survey Camps/execution up to one week	Director Sports/Teacher Concerned
(c)	Suspension from the roll of University for a period up to two weeks.	Head of Department/Deputy Chief proctors
(d)	Suspension from library/Departmental library up to two weeks.	Librarian/Head of Department/Deputy Chief Proctors
(e)	Suspension from hostel for a period up to four weeks.	Resident Warden/Deputy Chief proctors
(f)	Suspension from hostel for a period up to four months.	Senior Warden/ Deputy chief proctors

(g)	Fine up to Rs. 2000 (Two thousand)	Teacher, Resident Warden, Staff, Organizer of Students Societies or a Clul Director Sports
(h)	Fine up to Rs. 1500 (fifteen hundred)	Deputy Provost, Assistant Provost, Senic Warden, Deputy Director of Student Societies and Clubs and Librarian
(i)	(Fine up to Rs. 3000 (Three thousands)	Head of Department, Deputy Chief Proctors
(j)	Fine upto 10,000 (Ten thousand/removal from campus/ground/other facility/calling the parents/ Cancellation of remission of fee or Scholarship/ Removal from a position of authority in Student's Union, Students Societies Clubs/ Suspension from hostel for a period up to four months/ Suspension from the roll of University for a period up to two weeks.).	Chief Proctor, Provost
(k)	Cancellation of remission of fee or Scholarship.	Head of Department
(l)	Removal from a position of authority in a hostel.	Provost, Senior Warden, Resident Warden.
(m)	Removal from a position of authority in Student's Union, Students Societies Clubs.	Provost, Chief Organizer and Deputy Director Students Societies and Clubs.
	Removal from a position of authority in Sports.	Director Sports, Director Physical Education Sports Committee.

8.2 Major Penalties

a.	Rustication	Recommended by University Discipline committee with the approval of the Competent Authority.
b.	Expulsion from an institute	University Discipline Committee with the approval of the Vice Chancellor.

9. Vice-Chancellor's Powers to Impose Penalties:

9.1 At his discretion, the Vice-Chancellor shall have the powers to impose himself any of the penalties instead in Bye-laws or to refer any case to the 'Discipline Committee' as constituted under the Statutes University of Swat 2016.

9.2 The Vice Chancellor has the powers to impose any of the above mentioned fines/penalty as mentioned above.

9.3 When a case against a student is referred to the 'University Discipline Committee', it may, if deems fit, suspend the student from the roll/and or direct him to vacate the hostel till the decision of the case.

10. Procedure in Case of Breach of Discipline

10.1 A teacher or Officer mentioned under the Bye-laws in whose presence or in relation to whom an act of indiscipline has been committed or who obtains knowledge of such an act, a report or otherwise, may deal with the case himself or if he/she in his/her view:

(a) The case is one which can be more appropriately dealt with by another authority; OR

(b) The nature of the case (indiscipline act. crime or offence) demands a penalty beyond his/her competence to impose, he shall follow the following procedure:

i. If he is not himself the head, he shall refer the case to the concerned head who may deal with it himself or, if required, refer it in writing to the appropriate authority.

ii. If he himself is the head, he shall deal with it himself or refer it in writing to the Vice-Chancellor.

11. Rustication and Expulsion

11.1 Rustication

(a) The Head of an institute/department may rusticate a student for misconduct or gross breach of discipline. Rustication whenever imposed on a student shall always mean the loss of one academic year. The period of absence from the institute/classes will, however, depend upon the time of the year when the penalty is imposed. The student under rustication will have the option of rejoining the class at the beginning of the next academic year, and it shall be obligatory on the part of the institute to re-admit him if he wishes so. Tuition fees shall not be charged during the rustication-period, nor the name of the rusticated student be mentioned on the roll of the institution concerned.

(b) No fee will be charged from a rusticated student for the period, when exceeds a month, during which his name remains struck off the rolls.

(c) A rusticated student if re-admitted under (a) above may take up the examinations if he is otherwise eligible, and provided he is permitted by the concerned head to do so. The student will himself, be responsible for the shortage of attendance, if any.

11.2 Expulsion

(a) If a student has committed such an offence which in the opinion of the head of an Institute demands his expulsion his/her name will be reported to the Vice-Chancellor. The Vice-Chancellor will have powers to sanction expulsion for a period not exceeding 24 months. If the expulsion recommended up to 24 (twenty-four) months, approval of the Syndicate will be necessary in such cases.

(b) The Vice-Chancellor may expel a student for misconduct or gross breach of discipline either himself or on the report and recommendations of the 'University Discipline Committee' or any officer of the University for a period not exceeding two years.

(c) The period of expulsion will be counted from the date of issuance of such notice by the concerned head, who shall have powers to enforce his orders subject to the confirmation of the Vice-Chancellor/Syndicate, as the case may be. An order of expulsion shall involve the loss of one academic session or more to the student concerned.

(d) The name of the expelled student will immediately be removed from the rolls, and no fee will be charged from him for the period of expulsion, if it exceeds one month.

(e) A student expelled may be re-admitted into the same institute or another affiliated institution after the expiry of the period of expulsion if permitted by the Vice-Chancellor.

(f) The cases of expulsion will be registered in the University and announced to all other institutions and Universities.

12. General

12.1 The Vice-Chancellor may revise the penalty notification on the recommendations of the concerned head or authority as the case may be.

12.2 The authority, which had the power to rusticate, could also withdraw the same order before the expiry of the period.

12.3 No student shall be rusticated or expelled from the institute unless he/she has been allowed a reasonable chance of replying (in writing or personal appearance / hearing) to the accusation against him/her before the concerned authority.

12.4 When in the opinion of the 'University Discipline Committee' the penalty of rustication expulsion is not called for in a case referred to it, it may impose any other penalty or penalties mentioned above Bye-Laws.

13. Appeals

13.1 An appeal against the punishment of rustication or expulsion shall lie to an appellate Committee comprising the Vice-Chancellor, concerned Dean, concerned head of department and the Chairman of the Department/Principal of the College concerned and the Provost.

13.2 Written appeal against the decision of an authority imposing a minor penalty must be filed within seven days of the issuance of the notice, imposed on any legal/ technical ground, to the Discipline Committee.

13.3 An appeal on the grounds that an authority has imposed a penalty which was not competent to impose shall lie with the Vice-Chancellor.

13.4 Unless the Vice-Chancellor may for valid reasons extend this period, no appeal by a student under regulation 17 or 19 shall be entertained if it is not presented within fifteen days from the date on which the decision is communicated to him/her.

14. Compensation for Loss or damage to property

The Vice-Chancellor or any teacher or officer to whom the Vice-chancellor may delegate his powers may direct a student to pay compensation for any loss of or damage to a property belonging to the university, public authority or to a fellow student or employee of the university, caused by a willful act or gross negligence of the student. If the concerned student(s) does not pay such compensation within stipulated time, the Vice-Chancellor may expel him/her from the University.

15. Examination Offenses:

Cases of indiscipline within or around the examination halls and use of unfair means shall continue to be dealt with by the Unfair Means Committee' approved by the Vice Chancellor.

16. General:

The Vice-Chancellor, while dealing with a case of indiscipline, may refer it to the University Discipline Committee' for opinion/advice.

17. Vice-Chancellor's Emergency Powers

17.1 The Vice-Chancellor may, in case of an emergency, may take any action against a student or student(s) pending Discipline Committee' decision of rustication or expulsion and order the suspension of a student from the University or restrict his entry into whole or any part of the Campus.

17.2 These Bye-Laws will repeal all previous Bye-Laws or Instructions (if any) of the University relating to the maintenance of discipline among the students.

17.3 The Vice Chancellor may deal all these cases which are not covered under these bye-laws. The decision of the Vice Chancellor shall be final.

