

# **KUWAIT UNIVERSITY**

## **Students' Regulation Bylaw**

It is the mission of Kuwait University to provide an appropriate environment to create the intellectual student capable of free self-expression academically as well as virtually. It also offers its students a wide utilization of resources to help them in building and developing their personalities.

### **CHAPTER 1**

#### **Student's Rights and Duties**

##### **First: Rights**

###### **Article 1 : Services**

Student has the right to benefit from facilities offered by the University pursuant to the prevalent bylaws, decisions and University's mores effective in this regard.

###### **Article 2: Right of Grievance and Complaint**

Student has the right to complain about any prejudice he (she) may encounter in the University or the college according to the provisions of this bylaw or other University's bylaws or regulations.

###### **Article 3: Right of Establishing Academic Societies**

Students, either in college or academic department have the right to establish societies after obtaining prior license from deanship of student's affairs as mentioned in the articles of association of the academic societies.

###### **Article 4: Right of Issuing Academic Publications**

Students, either in college or academic department have the right to issue academic publications after obtaining prior license from deanship of students' affairs in accordance with the publication bylaw.

###### **Article 5: Right to benefit from University Housing**

Right of University housing is exclusively granted for students who certainly proved to deserve housing in light of available possibilities and pursuant to the observed criteria, in accordance with the students( male and female) housing bylaw .The student who benefits from the housing care shall submit in his/her behavior to this bylaw and the students' housing bylaw.

## **Article 6: Right of Social allowance**

Student has the right of social allowance according to the bylaw of social service fund and students' working system

## **Second: Duties**

### **Article 7: Behaviour inside Campus**

Inside campus, the student shall respect in effect university regulations and maintain good relations with all university family members based on cordiality and respect of others' rights.

### **Article 8: Totally forbidden**

Offending any member of University family (students, employees or teaching staff) or harming their dignities is strictly forbidden.

### **Article 9: Behaviour inside University Premises**

1. Student should behave respectfully and mannerly inside university premises.
2. It is impermissible for the student to attend any course he/she is not registered in unless he/she gets a special permission from the course instructor.
3. It is impermissible to bring recording sets inside the classroom unless he/she gets permission from the course instructor...
4. Eating, drinking and smoking inside the classrooms, laboratories and libraries are strictly forbidden.
5. All students should comply with wearing appropriate clothes inside campus and university's premises. Dean of Faculty, Vice Dean of Student Affairs and Social Supervisor are entitled to advise and edify the student orally or in writing. If he (she) does not respond and if the violation is repeated though prior warning, then the social supervision office shall notify the parent. If the violation is repeated again, the social supervision office shall present a detailed report about the case before the student university regulation committee.

### **Article 10: Violation of examination system**

No student shall make use of unfair means to breach examination system. In case of violation the proctor of exam is entitled to write a report regarding the case and present it before the dean of the college. The proctor can as well get the student outside the exam room to keep exam process under control.

### **Article 11 : University Identity Card**

- a. Each student must issue a University Identity Card (UIC).

- b. Each student must present his (her) UIC to any person acting on behalf of the University whenever he (she) is asked to.

**Article 12 : Using University’s Utilities and Properties**

- a. Student should make good use of University utilities and properties and never intentionally or recklessly expose them to damage or loss.
- b. Students are not allowed to perform any activity by using University buildings and student housing unless they obtain a license from Dean of Students Affairs or Deputy in Charge, who, in turn, shall inform the Dean of the competent college with his approval, in accordance with the observed regulations in this regard.

**CHAPTER 2**

**Penalties AND AUTHORIZED BODIES**

**Article 13: Penalties**

Without prejudice to the implementation of the penalties stated in the other university bylaws and regulations, the student shall be punished with one of the following penalties in case of breaching the texts of this bylaw.

- a. Warning
- b. Deprivation of Student’s Activities.
- c. Deprivation of nomination and Organizing in the Academic Societies.
- d. Temporary suspension from the University of a Period not more than two consecutive semesters.
- e. Permanent expulsion from University.

**Article 14: University Discipline Committee**

First: A Committee shall be formed annually by a decision of the President of the University and will be called The University Discipline Committee, which is competent to review the complaints raised by the students and referred to it by the Dean of Student’s Affairs and has the right to enforce one of the penalties mentioned in Article Thirteen above.

Second: The University Discipline Committee Shall consists of the following:

- 1. Dean of Faculty of Law or his (her) Deputy..... Chairman.
- 2. Dean of Student’s Affairs or his (her) Deputy..... Secretary
- 3. Vice Dean of the college in which the student is registered.
- 4. A representative of National Union of Kuwait Students, KU Branch, unless the complaint about student prefers another representative of the final yea students

### **Article 15: Dean of Student's Affairs**

First: Complaints are raised from students or other members of University, except what is submitted from students or others in the college where the complaint about student is registered in, to Dean of Student's Affairs.

Second: Dean of Student's Affairs is authorized to impose penalties mentioned in Items A, B, C of Article 13 of this bylaw or refer the complaint to The University Discipline Committee.

### **Article 16: Dean of College**

First: All complaints rose by the students or others in the college where the student is registered in shall be presented to the Dean of the College.

Second: The competent dean of the college, in case the complaint has been raised to him/her pursuant to what have been mentioned in the previous Article has the right to impose the penalties mentioned in the Items A, B, and C of Article 13 of this bylaw after carrying out the necessary investigation or referring the complaint to the University Discipline Committee.

## **CHAPTER 3**

### **Students' Guarantees**

#### **Article 17: Investigation**

First: It is impermissible to impose any penalty on the complaint about student before carrying out an investigation by the competent party and after receiving the complaint and listening to the student.

Second: If the student is called on to attend before the investigation committee or before the competent party and he/she does not attend without submitting a reasonable excuse, he/she will be called on again in writing, if he/she does not attend without submitting a reasonable excuse an investigation will be done and a decision to impose the penalty will be taken in his/her absence.

#### **Article 18 : Grievance**

First: The student has the right to submit a grievance before the University Discipline Committee about the decisions taken against him/her in accordance with what has been mentioned in Articles 15/ second and 16/ second, provided that the grievance should be submitted within thirty days of informing him/her with the decision.

Second: Within the thirty days of informing the student of the decision, he/she has the right to request reviewing the decision in case any new circumstances have appeared that require reviewing the decision.

## **CHAPTER 4**

### **General Terms and Provisions**

#### **Article 19:**

The competent complaint party should take a decision within a period not more than two weeks either by keeping the complaint in file or to proceed with the procedures, otherwise the complaint is considered kept in file.

#### **Article 20:**

The competent party has the right to reject the complaint if it does not depend on sufficient evidences

#### **Article 21:**

If the committee realizes that the claim is vexatious, it has the right to impose the appropriate penalty on the claimer.

#### **Article 22: Bylaw interpretation**

1. Committee of University Discipline is the only competent authority which undertakes the interpretation of this bylaw's texts wherever there is any dissimilarity or obscurity encountered as mentioned in the explanatory Memorandum.
2. Requests of interpretation are forwarded to the Committee by Dean of Students' Affairs.

### **Explanatory Memorandum of University Students' Regulation Bylaw**

First: Bylaw General Vision

By virtue of the university's belief in the student's role and teachings of Islamic religion in honoring learning and those who demand knowledge , endeavor to continue what the constitution has established of rules with regard to knowledge and seekers of learning, true and aware desire to give the student the opportunity of the comprehensive intellectual formation to build the responsible and intellectual student who cohabits the reality of his/her nation and interacts with its broad hopes and expectations on the basis of group thinking and consultation in decision taking.

On this basis and by the guidance of the noble words included, The University Students' Regulation Bylaw was created after consultations with the University Administration and Kuwait National Student Union- Kuwait University Branch. This approved Memorandum together with the Bylaw form the general framework of the student activity in the university.

We believe that the basis of building the intellectual and responsible student is to preserve his/her rights completely without confiscation and there will be no prejudice to its organization and structuring taking into consideration the student's intellectual rights. Bearing this in mind, we should understand that the main goal of the bylaw is to be the organizational rules and regulations of student activities without dominance or guidance because the base is that the student should benefit from each single right which is required for each university student to think freely academically and practically. Therefore, the goal of the excuse and pardon words and expressions is the sound discipline of the educational process inside the university without burdening the shoulders of its cadre from one side, and without breaching the other students' rights on the other side.

Second: Special Interpretation of some Texts.

Article 1 : The words "bylaws and decisions" occurred in Article 1 are those which do not confiscate rights occurred in this bylaw, yet they complete the provisions of this bylaw after presenting them before the Students' Issues Committee which is constituted of representatives of the University Administration and the National Union of Kuwaiti Students – Kuwait University branch.

Article 9: Teaching facilities mean lecture halls, labs and libraries.

Item 10: "Breaching exams rules" occurred in Article 10 as an infringement, involves actions such as refraining from sitting properly , making noise and other things.

Article 11:" official persons" are those to whom students should present University I.D. whenever asked to. They are members of teaching staff, in charge of labs and libraries as well as others who are responsible to offer some services which are limited to the student such as purchase of books from the student bookstore or entering some private places such as restaurants, classes and libraries as well as presenting the university ID when necessary.

This text does not mean to restrict the student's right in moving between the university buildings or to gather for any student activity.

Article 13: It is very important to observe priority and conformity while applying penalties and measures mentioned in this article, taking in consideration differences and circumstances of each violation.

Article 22: The University Discipline Committee undertakes the explanation of this bylaw's texts by referring to the Explanatory Memorandum. If the Memorandum can not help, the Committee has the right to seek the help of the preparatory works of this bylaw and other explanatory resources without breaching the general vision framework of the previously mentioned bylaw.