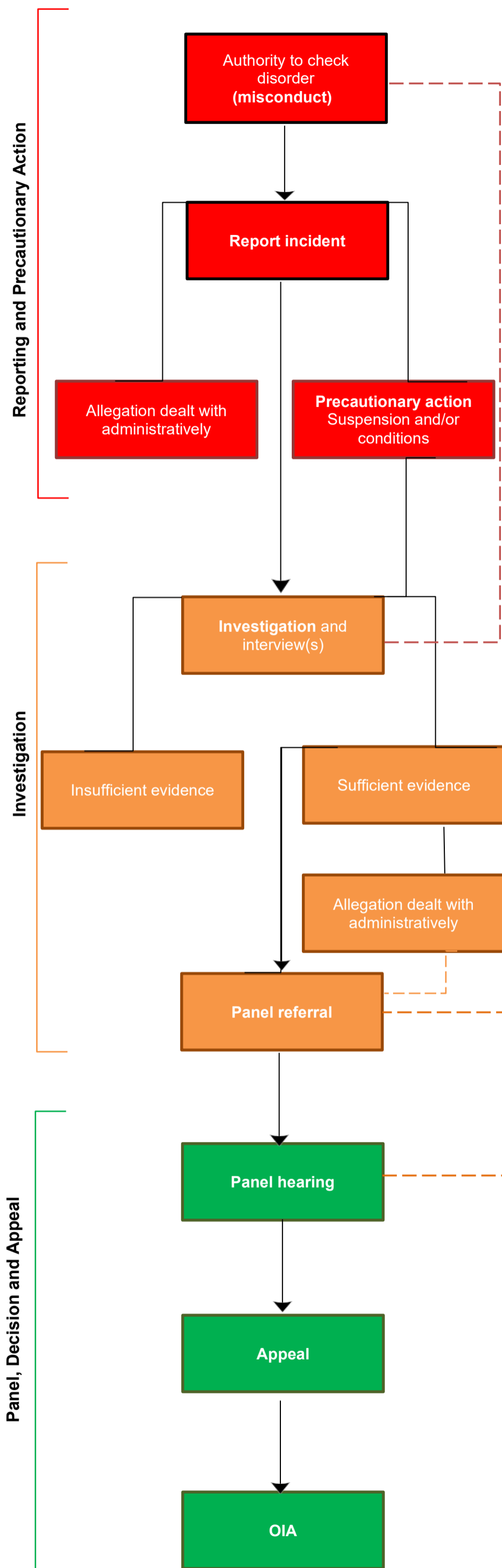


Student Conduct Overview



Within 25 Days of receipt of the alleged misconduct

All staff have the authority to check disorder or any potential and/or actual breach of regulations or policies. It is considered misconduct if the students alleged behaviour:

- 1) affects the University or its property.
- 2) affects the person or property of students, staff or visitors.
- 3) occurs during or arises out of University activities, (including placement, field work or trips) use of University facilities, premises or licenced premises; or
- 4) brings the University or its community into disrepute.

All alleged incidents of misconduct should be reported to the Student Conduct Officer. This can be done via email or verbally in the first instance. A Misconduct Incident Report Form must be completed.

Following a check to disorder or any potential and/or actual breach of regulations or policies the Student Conduct Officer may:

- Investigate the allegation.
- Deal with allegations administratively, by giving the student a warning with no further action, or a conditional warning. This can include behavioural measures to prevent future misconduct.
- Precautionary action can be taken to ensure that an investigation can be carried out to safeguard a student or others, or to ensure the University does not breach its wider obligations.
- A suspension means the student is excluded from University premises for a period of time or indefinitely and cannot take part in academic activities or use University facilities.
- Conditions may be imposed on the student for a period of time or indefinitely in addition to a suspension or not.

The Student Conduct Officer will investigate allegations of misconduct, interview the student against whom the allegation is made and consider the evidence available. They may also interview the person reporting the alleged misconduct and decide to:

- 1) take no further action because there is insufficient evidence.
- 2) deal with the misconduct administratively by way of agreed conditions.
- 3) consider there to be sufficient evidence to support the allegation and refer the matter for consideration by a panel.

If conditions are breached, the original misconduct and failure to comply with the conditions may be referred to a panel for consideration.

Where there is sufficient evidence, a student can respond to the allegation within 10 working days.

Within 30 Days of receipt of the referral

The panel can apply one or more sanctions where it determines that the misconduct has been committed. These include a reprimand; suspended sanction; payment of a fine; compensation requirement; apology requirement; unpaid work requirement.

The student may also have restrictions applied; be excluded for a period of time; have their enrolment terminated; be permanently expelled from the University.

The student can appeal a warning, or a sanction given by the Student Conduct Officer or Panel. The appeal must be made in writing by completing a Student Conduct Appeal Form the within 10 working days after the student was notified of the decision.

The appeal may uphold the original decision; set aside or vary any decision reached; or refer the matter, or any part of it to the panel for further consideration.

The outcome of a misconduct case will not usually be disclosed as it is personal data about the student. However, in some cases, it may need to be disclosed to comply with other obligations, for example to an accrediting or professional body.

The student will receive a Completion of Procedures Letter (COP) at the end of the University's internal procedure. If the student is dissatisfied with the outcome of the misconduct, they may take their case externally to the Office of the Independent Adjudicator for Higher Education (OIA).