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**BRAINAE UNIVERSITY**

**STUDENT DISCIPLINARY AND CODE OF CONDUCT**

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# Preamble

According to the Presidential Order, No 32 of 09/08/2010 establishing quality standards in Higher Learning Institutions and BU Academic Regulations (2014); this Students Disciplinary and Code of Conduct regulates student's conduct while at BU.

These regulations and procedures apply to only students registered at one of the programs delivered by BRAINAE University (BU). BU Students Disciplinary and Code of Conduct cover forms of acceptable and unacceptable behaviors along with sanctions for misconduct activities.

BU Students Disciplinary and Code of Conduct stress the general supervision and control of students' discipline at BU premises. The code will help students to be aware of their rights as well as their obligations. It states also the sanctions for students who are guilty of misconduct. In brief, BU Students Disciplinary and Code of Conduct ensure the name and reputation of the institution following Academic Regulations

# Introduction

BU Students' Disciplinary and Code of Conduct is indispensable for regulating the behaviors of students of all categories. This helps to uphold the name and reputation of the University. It serves also to maintain the following vision, mission, core values, and objectives:

## 1.1. Vision, mission, and core values of BU

## 1.1. Vision

The vision of BU is to be a pole of radiance and academic excellence in quality education, research, and services to the community offering professional programs to enrich individual lives and make a difference in the Region.

## 1.2. Mission

The mission of BU is to provide academic training, service, and social involvement, preparing the world for thoughtful, productive lives and service in their respective professions and places.

## 1.3. Objectives

BU has the following objectives:

* Developing priority subjects that meet the Country and the region's needs,
* Using an educational system that can promote the creative and innovative spirit and favor active methods;
* Disseminating science and technology for the development of the country and the Great Lakes Region;
* Combining knowledge and wisdom to promote the World and universal cultural aspects.

## 1.4. Core Values

BU strives for excellence in all endeavors. The other core values it stands for are:

* Integrity,
* Commitment and dedication,
* Teamwork,
* Critical thinking,
* Academic freedom

These principles are shared among the members of the BU community and they provide a framework in which decisions are made.

# General provisions and purpose of this code of conduct

The Students Disciplinary and Code of Conduct aims at ensuring the integrity and quality of education delivered at BU. This correlates with regulating students' behaviors, learning environment, ethics, and culture of all students registered at BU Campus. Any conduct of a student which contravenes BU Students Disciplinary and Code of Conduct may be regarded as misconduct and is subject to disciplinary measures.

The general supervision of this code vests within the power of the Dean of students who chairs the Students’ Disciplinary Committee.

## 2.1. Definition of terms

* Student means any person, who at the time of the alleged misconduct is or was: registered for a qualification listed in BU Academic Regulations, taught or evaluated on any BU premises, by an employee or someone contracted by BU for that purpose;
* Committee means the committee constituted by the Dean of students to consider cases of student appeals from decisions of the Student Disciplinary Committee;
* BU means BRAINAE University
* BU premises mean any premises or building which is the property of BU or is controlled by BU for academic and nonacademic activities including Academic Program Management, Centers, and Examination Venues.

## 2.2 Profile of BU students

The profile of BU students corresponds with categories of students as stated in BU Academic Regulations as follows:

* + A full-time student takes 120 credits of modules during the academic year or 180 credits in a calendar year, according to the requirements of the program".
	+ A part-time student is “a student who has permission to cover 120 or 180 credits of modules over a longer period than usual, varying from 5 to 6 years and so to take fewer credits in a given academic or calendar year respectively.”
	+ An “auditor libre” is any person who registers for modules but cannot sit for examinations, nor be awarded any degree”

## 2.3 Application of this code of conduct

This code of conduct applies to all students registered as one of the categories stated in article 3 and the subject conduct should be on BU premises. The code of conduct maintains order, discipline, safety, and security at BU premises.

# Rights of BU students

**Section 2.1: All registered students at BU have the following rights:**

**Article 5**: BU students have the right to education including career guidance, and information on their specific program (academic regulations, student handbook, assessments requirements, supporting resources).

**Article 6**: BU students have the right to well-being and emergency services in case of sickness, life insurance, psycho-social assistance, counseling, sports, culture, and leisure.

**Article 7**: BU students have the right to full access to BU services such as the library, ICT labs, infrastructures, equipment, finance, and human resources at their disposal.

**Article 8:** BU students have the right to create association unions, related associations, and clubs for the promotion of education. The students have the right to appeal for any bad administration, financial and academic procedures.

**Section 2.2: Obligations of BU students**

**Article 9**: Any BU student should observe the following:

* Comply with the academic regulations
* Register at the beginning of each academic year before the beginning of teaching to be identified as BU
* Pay tuition fees and academic procedures fees (registration, internship, dissertation, retake fee)
* Attend lectures, seminars, and workshops organized by his/her affiliated faculty
* Should sit for required exams and mind the cheating prohibition
* Observe sanity and observe friendly environment settings in BU
* Respect the code of dressing following Ethics and Culture
* Avoid any behavior that could compromise the learning and teaching environment

**Article 10:** A student is guilty of misconduct if she/he: Intentionally or negligently contravenes or subverts, or attempts to contravene or subvert, or assists, encourages, or persuades any other person to contravene or subvert a code, regulation, rule, or instruction of the BU;

* Intentionally engage in any activity or behavior that infringes the right or freedom of other members of the BU community;
* Engage in any physical violence or abusive behaviors such as threats or harassment;
* Steal and damage properties of other students or BU properties;
* Misbehave by getting acquaintances with access to alcohol drink, drugs, and Caring ammunition (guns and any other material that can serve as a weapon);
* Engage in any corrupted behavior, sexual-based or any other ways, with academic staff or administrative staff;
* Use computer networks to damage the reputation of other people or institutions;
* Perform any racist, sexist and regional discriminatory act;
* Engage in genocide ideology propaganda, revisionism, and negationism.

***Article 11: Procedure***

The following are initiators for noticing and presenting the case to BU:

* The immediate power of intervention
	+ By a lecturer
	+ By BU staff
	+ By security agent
	+ By Student Disciplinary Committee
* Power of intervention of the Dean of Students
* Power of intervention of the code conduct committee
* Power of intervention of the external agent and institutions

***Article 12: The panel***

The Student Disciplinary Committee is composed of the following groups of people:

* 1. Dean of Students (chairperson)
1. Legal advisor (deputy-chairperson)
2. Director of academic quality
3. Two or more guests (invited under the chairperson and deputy chair’s decision).

***Article 13: Quorum***

Three members of the Student Disciplinary Committee constitute a quorum

***Article 14: Sanctions***

After finding a student guilty of misconduct, BU Student Disciplinary Committee (SDC) may impose one or more of the following sanctions:

* + Warning: a letter from the Dean of students without any other immediate consequences
	+ Suspension: a student may be imposed a specified length of time as defined by this procedure determined by the discipline committee (article 4)
	+ Permanent expulsion: A student may be excluded permanently due to a serious disciplinary offense:
* Any cheating cases or conspiracy in cheating during examination is punished by two years or permanent exclusion according to the academic regulations.
* Plot or participate in activities related to genocide ideology is punished by permanent expulsion
* Performing any sexist and regional discriminatory act is punished by a two-year suspension.