



STUDENTS DISCIPLINARY POLICY

Policy Title	Students' Disciplinary Policy
Policy Owner	Amity Institute of Higher Education, Mauritius (AIHE)
Policy Version	Versions Control: 1.0 (Mar 2021) Current Version: 2.0 (October 2023)
Responsible Office	Registrar's Office
Contact Information	Questions concerning the policies should be directed to the Registrar of Amity Institute of Higher Education (Mauritius)
Policy Review Frequency	Once in 3 Years
Pertinent Dates	Approved Date: October 2023 Date of Next Review: October 2026
Approved By	October 2023 Academic Council Meeting and SENATE of AMITY Institute of Higher Education (AIHE)
Entities Affected by This Policy	AIHE's teaching staffs, and students.
Who Needs to	This policy governs AIHE's staffs and students engaged in activities

Know About This Policy	related to maintaining discipline at AIHE
Reason for Policy / Purpose	This policy is formulated for ensuring regulations on maintenance of Discipline amongst Students

Policy Purpose

At AIHE, Disciplinary Policy is intended to set forth specific principles and processes for dealing with and managing misconduct, contraventions of laws and institutional policies, and violations of the institution's code of conduct.

Scope and Application of this Policy

A well-defined and consistently applied Disciplinary Policy in AIHE is essential for maintaining a respectful and safe campus environment, protecting the rights and well-being of all community members, and promoting responsible and ethical behaviour. It also helps the institution meet its legal obligations and uphold its commitment to academic and ethical standards.

Policy Statement

All members of the academic community are committed to receiving a safe, respectful, and inclusive environment from AIHE. The Disciplinary Policy provides a crucial framework for encouraging moral and responsible conduct, dealing with wrongdoing, and ensuring the safety of students, teaching and non-teaching staff of AIHE.

POLICY FRAMEWORK

DISCIPLINARY CONTROL OF STUDENTS:

- (1) Every student enrolled shall automatically be under disciplinary control of the institution and its authorised representatives, which include faculty members;
- (2) At the time of admission, every student shall be deemed to have automatically submitted himself/herself to the disciplinary jurisdiction of the institution and its authorized employees who may be vested with the authority to exercise discipline under its Rules and Regulations.
- (3) All employees of the Institution shall carry out instructions/directions issued under these Regulations and shall give assistance to Management in achieving the effective implementation of these Regulations.
- (4) The Heads of Faculty shall have authority over students in their respective Faculties, as may be necessary for the proper conduct of the departments. They may exercise their authority through or delegate such authority to other staff in their faculties as they deem appropriate.
- (5) Without prejudice to the generality to maintain and enforce discipline under these Regulations, the following shall amount to an act of indiscipline or misconduct on the part of a student. The same shall also be applicable to employees of the Institution and shall be deemed included in the Code of Conduct for Employees.
 - (a) Physical assault or the threat to physically assault another student or employee
 - (b) Unauthorised absence from the class, test or examination or any other mandatory curricular or co-curricular activity;
 - (c) Use of or the threat to use any weapons against another student or employee, including the carrying of any weapon;
 - (d) Misbehaviour or cruelty towards other students or employees of the institution. Misbehaviour shall include eve teasing, disrespectful language and harassment of any kind;



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- (e) Involvement of any kind in drug and illicit substance trafficking or use. An exception shall be the personal use of drugs or other intoxicants prescribed by a qualified doctor;
 - (f) Indulging in or encouraging violence or any conduct which involves or leads to moral turpitude;
 - (g) Any form of gambling;
 - (h) Discrimination against any student or employee on the grounds of caste, creed, religion, language, place of origin, social and cultural background or any of them;
 - (i) Any act or practice, whether verbal or otherwise, derogatory to women;
 - (j) Smoking, use of narcotics, and the possession and consumption of alcoholic beverages;
 - (k) Any attempt at bribing or corruption of any manner or description;
 - (l) Willful damage to and/or destruction of the Institution's property or that of its employees or other students;
 - (m) Behaving in rowdy, intemperate or disorderly manner in the premises of the institution, or encouraging or inciting any other person to do so;
 - (n) Creating discord, ill-will or intolerance among the students on sectarian or communal grounds or inciting any other student or employee to do so;
 - (o) Causing disruption of any manner of the academic functioning of the Institution. These shall include any activity connected with tests, examinations or any other activity of the institution;
 - (p) Indulging in or encouraging any form of disruptive activity connected with tests, examinations or any other activity of the institution.
 - (q) Repeated disrespect to the requirements of punctuality;
 - (r) Ragging in whatsoever form;
 - (s) Verbal abuse, mental or physical torture, aggression, corporal punishment, harassment, trauma, indecent gesture and obscene behaviour towards any other student or employee;

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- (t) Indulging in any of the above, whether on or off the premises of the Institution, such that the behaviour affects the reputation and image of the Institution.

PROCEDURE FOR HANDLING CASES OF INDISCIPLINE OF STUDENTS

- (1) The Head of a Department/Institution/School/Centre, or the appropriate employee or member of the student body shall have a duty of care towards the institution to immediately inform the Registrar of any occurrence or perception of occurrence of an act of indiscipline, misbehaviour or misconduct.
- (2) Upon receipt of such information, the Registrar shall immediately call and chair a meeting of the Student Disciplinary Committee. The Student Disciplinary Committee shall comprise the Registrar as its chairperson, the Head of Faculty, the appropriate Class Representative(s) and the Student Affairs Officer to look into the information received and conduct any such enquiry deemed necessary.
- (3) Should the committee be satisfied that the matter requires further actions, recommendation of appropriate corrective measure(s) shall be made to the Academic Council, through its Chairperson.
- (4) When the Academic Council is satisfied that all due diligence has been pursued to investigate the matter, it shall either accept the recommendations, vary them or come to a completely different decision. The decision of the Academic Council shall be final and binding. The Academic Council may also refer the case back to the Student Disciplinary Committee for further investigation and follow-up.

DISCIPLINARY AUTHORITIES AND THEIR POWERS

- (a) All powers to maintain and enforce discipline among and disciplinary action against the student and its Faculty shall vest with the Management, as a delegated power from the Academic Council.
- (b) The Academic Council may delegate all or any such of its powers, as deemed proper, to such other officer(s) and authorities.
- (c) The Heads/Deans of Faculty shall have the authority to exercise all such disciplinary powers over the students in their respective Faculties. Any person aggrieved with the

decision of management, pursuant to sub-paragraph above, may appeal to the Academic Council.

PENALTIES FOR BREACH OF DISCIPLINE:

- (1) Without prejudice to his powers in the general maintenance of discipline or the undertaking of any action in the interest of maintaining discipline, the Chairperson of the Academic Council, upon the recommendation of the Registrar and/or Head of Faculty, may in the exercise of his duties, order or direct that any student:
- (a) be expelled from the institution, in which case he shall not be re-admitted to the same institution from where he is expelled. Such a decision shall not prevent the same student's eventual admission to any other institution within the AMITY group, subject to the prior approval of the Academic Council; or
 - (b) be, for a stated period, rusticated. In such a case, the student shall neither be admitted in any lectures, event or the premises of the institution, until the expiry of the period of rustication; or
 - (c) be banned, for a stated period, from admission to a course or courses of study; or
 - (d) be imposed with the fine of a specified amount of money, to be decided by the Chairperson of the Academic Council; or
 - (e) be debarred from taking examination or examinations for one or more year and/or
 - (f) be given a "Fail" grade in any examination and/or that those results be declared void.

MISCELLANEOUS PROVISIONS

- (1) The Academic Council may, in exceptional cases, exempt a person from any of the provisions of these Regulations and may instead decide other appropriate rules for that specific case. These shall not constitute a precedent for any further cases, which will all have to be considered again on their individual merits, and on a case-to-case basis.

(2) Notwithstanding any provisions of these Regulations, the Chairperson of the Academic Council may take a decision, following discussions with the Chairperson of the Senate, for any unforeseen situation arising, or not covered by these Regulations or in the event of differences in interpretation of the clauses. A decision taken by the Chairperson of the Academic Council under this clause shall be binding and final.

DISCLAIMER

This document may be subjected to change upon the directions and instructions of Senate / Academic Council. The changes once approved by AIHE's respective Councils and Boards, will be mentioned and notified to accreditation body – Higher Education Commission (HEC) by the Vice Chancellor of AIHE.