

General Regulations for all Students

Regulation 13: 2019 Version 1.3

Effective from: 1 April 2020

Date	Supersedes	Description of Change
1 April 2020.	Version 1.2.	References of the Ordinance updated to the Regulation for S

General Regulations for all Students



Introduction

1. Students agree to abide by these general regulations at enrolment. By agreeing to abide by these regulations, students also agree to abide by all other rules and regulations of the University including:
 - The academic regulations, procedures and codes of the University and of their course.
 - Rules in the School in which they are studying.
 - Regulations and Rules of each section of the University, e.g. the Library.
 - Rules of Halls of Residence.

Student Discipline

2. The University expects students to meet the standards of conduct defined by its regulations. The University will take disciplinary action when there is any breach of the regulations.
3. The University will report any allegation or suspicion of criminal activity to the Police.
4. Disciplinary Officers deal with minor breaches of discipline. More serious cases are referred to the Board of Discipline. The penalties include a reprimand, a fine, suspension from the University or termination of enrolment/registration.

General Rules

5. All students must, whether they are on or off University premises:
 - Refrain from conduct which is in any way unlawful or amounts to dishonesty, nuisance or harassment of another person or persons (including another student or students of the University or any other institution, or members of the public).
 - Refrain from inciting criminal activity or breaches of the University's regulations.
 - Behave in an orderly manner.
 - Obey all lawful authorities.
 - Behave appropriately in public and in all forms of communication, including electronic communication and social media.
 - Not bring the University (in the opinion of the University) into disrepute or incur any liability on behalf of the University.
6. Every student must carry their University ID card at all times when on University property. Students must give their name and present their ID card when requested to do so by a member of the academic staff, a member of the administrative staff, security staff, or any other person in authority. Students must not allow anyone to use their University ID Card. Students must not sign-in or confirm attendance on behalf of anyone else, or ask anyone else to confirm attendance on their behalf.
7. Student attendance will be monitored as described in the University's procedures for managing attendance monitoring.

8. Students will be given a University email address and are expected to check their University email account on a regular basis.
9. Students on courses which involve a placement with an external organisation must comply with the rules and regulations of the placement provider, and with the codes of conduct of any relevant professional body.
10. Students must not interfere with:
Academic or administrative functions of the University. The functions include examinations, ceremonies and meetings, and any notice posted on an official notice board on behalf of the University.

Enrolment and Registration

19. Enrolment is the process by which a student formally enrolls for a named award of the University. Enrolled students are subject to the Rules & Regulations of the University throughout the period of enrolment. At the start of their programme of study, enrolled students become 'registered' students for the current academic session. Students must re-register for each academic year of their studies.
20. Students are required to enrol and register on dates as specified by the University or by a partner institution. Students must:
 - Agree to abide by the regulations, procedures and codes of the University (See Paragraph 1).
 - Confirm their ability to meet their financial commitments to the University.
 - Confirm, at the request of the University, that they are fit to study and/or that they meet any medical criteria specified for their chosen course.
21. Students who fail to register on the specified date(s) will be charged a late registration charge as defined annually by the University. A student who is unable to register must send a written explanation to the Head of Student Administration. Students with documented extenuating circumstances may be allowed to register on alternative dates.
22. Students are not allowed to register after four weeks from the first day of a Semester without the permission of the Head of the admitting school and approval by the Pro Vice-Chancellor (Education and Student Experience).
23. Each student's course of study (i.e. module choices) must be approved by the admitting school. Module changes may be approved by the admitting school within three weeks of the start of the semester.

37. If fees or fines are not paid, the University may, in accordance with its Student Debt Management Policy:

Refuse to allow a student to register.

Terminate the student's enrolment.

Take disciplinary action.

Take the case to the civil courts.

Withhold a student's degree, diploma or other qualification.

Health and Safety

38. Students are expected to behave responsibly and take reasonable care of their own health and safety, and the safety of others who may be affected by their actions or inactions, complying with any rules and requirements set out in the University's Health and Safety Policy and other associated health and safety guidance, rules, policies and instructions (spoken and written) issued to them as part of their studies and University related activities. If studying away from the University this includes adherence to the health and safety procedures of the Placement Provider.

It is essential that students participate in health and safety training as required, and cooperate with others in all areas of health and safety. Concerns, accidents and incidents should be reported to an appropriate person immediately. Actions that endanger the health and safety of others may also result in disciplinary action.

Cars

39. Parking on University premises is restricted to cars with a parking permit. Residents in Halls will normally be allocated a permit for the specific Hall. Students living outside Bangor can apply for a parking permit and will be issued with a permit subject to availability.

40. When driving on University sites, all students must abide by the speed limits of that site. Failure to do so may result in the loss of parking privileges.

41. Students must not use their own car to transport patients, clients or school children during work placements.

Use of University Premises

42. Meetings and social functions may be held in University buildings and University grounds if permission has been granted by the appropriate authority. The attendance of external speakers at such events are subject to the University's Code of Practice on Freedom of Speech.

43. Consumption of alcoholic drinks in unlicensed areas of the University is allowed only if permission has been granted by the appropriate authority. The consumption of alcoholic drinks in licensed areas of the University must be in accordance with the terms of the licence.

44. Students are not allowed to bring domestic animals, other than assistance dogs, into University buildings. On University grounds, outside University buildings, domestic animals must be kept on a lead and the handler must be in attendance at all times.

Acceptable Use Regulations: Regulations for the Use of IT Resources

45. Students who use the University's computing services must abide by the Acceptable Use Regulations (AUR). A copy of the AUR is available on the IT Services web site.

46. The University's computing services are provided for acceptable, authorised purposes only. The AUR state individual users' responsibilities. The AUR includes sections on acceptable use, prohibitions, conditions of access, and privacy of user data. The AUR encourages responsible use of facilities, maximises the availability of Information

Freedom of Information

56. The Freedom of Information Act 2000 gives individuals the right to make a written request (including by e-mail or fax) for non-personal information from public authorities, including the University.
57. Subject to certain exemptions, any person who makes a request to the University for information, must be informed, within 20 working days whether the University holds that information and if so that information must be supplied (subject to any exemptions).
58. Further details on how to make a request or on the University's policy on freedom of information can be obtained by emailing info-compliance@bangor.ac.uk or on the University's freedom of information web pages.

Copyright

59. Copyright covers most of the academic activities at the University including course packs, showing of videos, listening to audio recordings, examination papers, tutorial handouts etc. The Copyright, Design and Patents Act 1988 along with a number of licensing schemes set out a framework to which the University must adhere.
60. Unauthorised copying of copyright work is an infringement of copyright that can result in legal action or criminal proceedings which could lead to substantial fines (and/or imprisonment). The Lic66.75 Tm[(,)3()-3(e)-s ,307.86()8(a)8(l)-3()-3(i)-3(n)8(fo)-5(r)-6(m)JETE

Appendix 1

Student Code of Conduct

This Code of Student Conduct describes the expectations for student behaviour and the procedures the University uses when students' behaviour is not acceptable. The Code describes what is considered to be unacceptable behaviour towards other people, towards property and towards the University.

This Code defines the types of unacceptable behaviour that will amount to a breach of the General Regulations. The University will treat any unacceptable behaviour seriously. The University will use this code when assessing the severity of acts, but each allegation will be considered on a case-by-case basis, taking into account the act, the circumstances in which it was committed, and whether the student has committed other breaches of the regulations. A range of unacceptable behaviours is listed only as examples, and the University can consider other unacceptable behaviour as breaches of the General Regulations.

The sanctions described in this Code have been included as examples, and the options available to Disciplinary Officers and the Board of Discipline are described in detail in the Regulation for Student Discipline.

Examples of sanctions include:

- Expulsion,
- Suspension/Exclusion,
- Restrictions/Conditions (including a requirement to make good the damage caused, if relevant),
- Formal warning,
- Withhold a student's degree, diploma or other qualification (in the case of unpaid academic fees).

People

Disciplinary Offence	Examples Of Unacceptable Behaviour
Physical Misconduct	Punching [5] Kicking [5] Slapping [5] Pulling hair [5]

