

## SCHEDULE C TO ORDINANCE XLI

## Schedule C to Ordinance XLI I

### OFFENCE SCHEDULE

| TYPES OF OFFENCE   | *NATURE | SENIOR OFFICER PENALTY   | DISCIPLINARY COMMITTEE PENALTY  | COMMENTS |
|--|---------|--|---|----------|
| 1 Failure to comply with rules or directions or interference with normal working of the University | Minor** | <ul style="list-style-type: none"> <li>– reprimand***</li> <li>– fine to £100</li> </ul>   | <ul style="list-style-type: none"> <li>– fine to £250</li> <li>– suspension of privilege for a period not exceeding one semester</li> </ul>   |          |
| 2 Conduct by which is liable to bring discredit to the University, either on or off campus.        | Minor   | <ul style="list-style-type: none"> <li>– reprimand</li> <li>– fine to £100</li> </ul>  | <ul style="list-style-type: none"> <li>– fine to £250</li> <li>– suspension of privilege for a period not exceeding one semester</li> </ul>   |          |
| 3 Complaints from general public   | Major   | <ul style="list-style-type: none"> <li>– reprimand</li> <li>– fine to £250</li> <li>– suspension of privilege for a period not exceeding one semester</li> </ul> | <ul style="list-style-type: none"> <li>– fine to £500</li> <li>– suspension from any or all studies at the University</li> <li>– suspension from any or all academic or other privileges</li> <li>– recommendation to the Council and Senate for a student's expulsion</li> <li>– report to the appropriate civic authorities</li> </ul>  |          |
| 4 Riotous conduct or causing wilful damage   | Major   | <ul style="list-style-type: none"> <li>– reprimand</li> <li>– fine to £250</li> <li>– suspension of privilege for a period not exceeding one semester</li> </ul> | <ul style="list-style-type: none"> <li>– fine to £500</li> <li>– suspension from any or all studies at the University</li> <li>– suspension from any or all academic or other privileges</li> <li>– recommendation to the Council and Senate for a suspension from any or all studies at the University</li> <li>– recommendation to the Council and Senate for a student's expulsion</li> <li>– report to the appropriate civic authorities</li> </ul> |          |
| 5 Misuse of equipment  | Minor   | <ul style="list-style-type: none"> <li>– reprimand</li> <li>– fine to £100</li> </ul>  | <ul style="list-style-type: none"> <li>– fine to £250</li> <li>– suspension of privilege for a period not exceeding one semester</li> </ul>   |          |

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|---|---------|--|---|----------|
| 6 Offences in connection with examinations (academic stream)  | Major   | <ul style="list-style-type: none"> <li>- reprimand</li> <li>- fine to £250</li> <li>- suspension of privilege for a period not exceeding one semester</li> </ul> | <ul style="list-style-type: none"> <li>- fine to £500</li> <li>- work is disallowed</li> <li>- suspension from any or all studies at the University</li> <li>- suspension from any or all academic or other privileges</li> <li>- recommendation to the Council and Senate for a student's expulsion</li> </ul> |          |
| 7 Falsification of records (academic stream).   | Major   | <ul style="list-style-type: none"> <li>- reprimand</li> <li>- fine to £250</li> <li>- suspension of privilege for a period not exceeding one semester</li> </ul> | <ul style="list-style-type: none"> <li>- fine to £500</li> <li>- suspension from any or all studies at the University</li> <li>- suspension from any or all academic or other privileges</li> <li>- recommendation to the Council and Senate for a student's expulsion</li> </ul>                               |          |
| 8 False pretences, personation in regard to academic activities, attainments or financial records (academic stream) | Major   | <ul style="list-style-type: none"> <li>- reprimand</li> <li>- fine to £250</li> <li>- suspension of privilege for a period not exceeding one semester</li> </ul> | <ul style="list-style-type: none"> <li>- fine to £500</li> <li>- suspension from any or all studies at the University</li> <li>- suspension from any or all academic or other privileges</li> <li>- recommendation to the Council and Senate for a student's expulsion</li> </ul>                               |          |
| 9 Theft, fraud etc in relation to academic activities, attainments or financial rewards.                            | Major   | <ul style="list-style-type: none"> <li>- reprimand</li> <li>- fine to £250</li> <li>- suspension of privilege for a period not exceeding one semester</li> </ul> | <ul style="list-style-type: none"> <li>- fine to £500</li> <li>- suspension from any or all studies at the University</li> <li>- suspension from any or all academic or other privileges</li> <li>- recommendation to the Council and Senate for a student's expulsion</li> </ul>                               |          |
| 10 Refusal to provide identification.   | Minor   | <ul style="list-style-type: none"> <li>- reprimand</li> <li>- fine to £100</li> </ul>  | <ul style="list-style-type: none"> <li>- fine to £250</li> <li>- suspension of privilege for a period not exceeding one semester</li> </ul>   |          |

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|--|----------------------------------|---|--|----------|
| 11 Interference with free speech.  | Minor                            | <ul style="list-style-type: none"> <li>- reprimand</li> <li>- fine to £100</li> </ul>   | <ul style="list-style-type: none"> <li>- fine to £250</li> <li>- suspension of privilege for a period not exceeding one semester</li> </ul>  |          |
| 12 Criminal offences against other members of the University   | Major                            | <ul style="list-style-type: none"> <li>- reprimand</li> <li>- fine to £250</li> <li>- suspension of privilege for a period not exceeding one semester</li> <li>- report to the appropriate civic authorities</li> </ul> | <ul style="list-style-type: none"> <li>- fine to £500</li> <li>- suspension from any or all studies at the University</li> <li>- suspension from any or all academic or other privileges</li> <li>- recommendation to the Council and Senate for a student's expulsion</li> <li>- report to the appropriate civic authorities</li> </ul> |          |
| 13 Infringing safety regulations.  | Major                            | <ul style="list-style-type: none"> <li>- reprimand</li> <li>- fine to £250</li> <li>- suspension of privilege for a period not exceeding one semester</li> <li>- report to the appropriate civic authorities</li> </ul> | <ul style="list-style-type: none"> <li>- fine to £500</li> <li>- suspension from any or all studies at the University</li> <li>- suspension from any or all academic or other privileges</li> <li>- recommendation to the Council and Senate for a student's expulsion</li> <li>- report to the appropriate civic authorities</li> </ul> |          |
| 14 Infringing arrangements for compliance with Data Protection Act.  | Minor                            | <ul style="list-style-type: none"> <li>- reprimand</li> <li>- fine to £100</li> </ul>   | <ul style="list-style-type: none"> <li>- fine to £250</li> <li>- suspension of privilege for a period not exceeding one semester</li> </ul>  |          |
| 15 Infringing University policies <ul style="list-style-type: none"> <li>- smoking,</li> <li>- harassment,</li> <li>- computer misuse,</li> <li>- substance misuse.</li> </ul> | Minor<br>Minor<br>Minor<br>Minor | <ul style="list-style-type: none"> <li>- reprimand</li> <li>- fine to £100</li> </ul>   | <ul style="list-style-type: none"> <li>- fine to £250</li> <li>- suspension of privilege for a period not exceeding one semester</li> </ul>  |          |

**In all cases where there has been damage caused to property or financial liability incurred by an injured party the student would be expected to make retribution in full**

**\*\* In the case of minor offences this schedule reflects the basic level of the offence. It is likely that there will be a rising scale within the minor category and it will be for the individual or committee dealing with the complaint to determine the seriousness of any individual incident. Senior officers and the disciplinary committee would have discretion to make a case for any offence to 'major' in its nature and levy penalties accordingly**

**\*\*\* Where a student accepts responsibility for a minor offence, it being a first offence, the minimum penalty should be applied.**