

Need help?

If you need more information and advice on how to make a complaint, the Welfare Point can help you with:

- Explaining the different steps to disciplinary procedure;
- Advising you at each stage of the procedure;
- Representing you during the procedure.

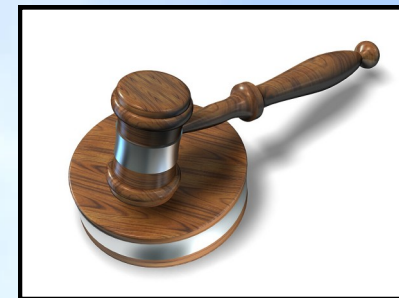
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THE WELFARE POINT

Disciplinary

Any student studying at QMU is subject to the jurisdiction of the Principal in respect to their studies and their conduct and may be disciplined if s/he is found guilty of misconduct.



This guide provides information on the nature of misconduct and the procedure a student alleged of misconduct may be involved in.

Nature of Misconduct

Any action or behaviour that improperly interferes with the functioning, the activities or the reputation of the University or that demonstrates a lack of respect toward those working or studying at QMU constitutes a misconduct subject to disciplinary.

Action and Behaviour subject to disciplinary

- Criminal Offences
- Violent and intimidating behaviour
- Any form of harassment
- Fraud
- Cheating and Plagiarism
- Theft of Misuse of others properties
- Misuse of University premises
- Damage to the University or others properties
- Breach of any University Regulation

=> Please note this is not an exhaustive list. For further information refers to the University Disciplinary Code

Disciplinary Procedure

Please note that when an offence is reported to the police, the University does not deal with it until a decision is made on a potential prosecution. If a student has been sentenced by a criminal court, the University will then decide on penalties in regards to the court decision.

Any allegation of misconduct will be referred to the Principal who will decide:

- To suspend or exclude the student from the University until the end of the disciplinary procedure. A written order will notify the student details of the suspension or exclusion's condition.
- To dismiss the allegation with appropriate reason
- To refer the matter to the Dean of the School or to a disciplinary committee

Summary Procedure:

The Dean of the School will interview the student, who may be accompanied by a representative or a friend. Written and oral evidence will be considered by the Dean in making his/her judgment. The Dean will then produce a report setting the allegations, evidence, findings of guilt, penalties and any other appropriate factors.

The Dean of the School may decide to refer the matter to a disciplinary Committee

Disciplinary Committee:

A disciplinary committee is made up of 3 to 5 impartial members including both academic staff and students. The student may be represented by a friend, an adviser or a representative.

The Committee will make its decision based on evidence available and write a report setting the allegations, evidence, findings of guilt, penalties and any factors

The Committee may dismiss the allegation.

Potential Penalties:

- Discharged
- Admonished
- Cautioned
- Conditionally discharged
- Fined
- Performing unpaid services for the University Community
- Excluded from the University
- Suspended from the University
- Expelled from the University

When the misconduct relates to academic work penalties may include:

- Lowered or cancelled mark for a specific exam, for a unit or for the full degree;
- Excluded the student from the award of the degree or any other academic award