



# **UNIVERSITY OF JAFFNA SRI LANKA.**

**BY - LAWS RELATING TO  
CONDITIONS OF RESIDENCE AND  
DISCIPLINE OF STUDENTS**

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**(BY-LAWS MADE UNDER SECTION 135 (1) (d) OF  
THE UNIVERSITIES ACT NO.16 OF 1978. AS  
AMENDED BY THE UNIVERSITIES (AMENDMENT)  
ACT NO.07 OF 1985)**

These By-Laws may be cited as By-Laws No.1 relating to conditions Residence and Discipline of students and shall come into force 1<sup>st</sup> may 1986.

**1.0 Conditions of Residence**

- 1.1 Student means - any one of all postgraduate. Undergraduate and Diploma students of the University of Jaffna.
- 1.2 Residence means - the stay during any day of a student within the Campus premises whether it be for purpose of study in a prescribed course, or for the use of the Library and / or any other facility, and/or the stay as a legitimate resident of the University hostel.
- 1.3 All students shall follow the prescribed course of study to the satisfaction of the senate. Any student who keeps away from the course continuously for a period of one academic term without authorized leave of absence will be deemed to have left the course.

- 1.4 Leave may be granted up to one week by the Dean of the faculty to which the student belongs and beyond that period, by the Vice - Chancellor.
- 1.5 Any student who contagious disease shall immediately contact the University medical officer, and strictly follow his / her advice. If this is not possible, the student may obtain the advice of a qualified medical officer and report to the University medical officer soon as possible.
- 1.6 Student who are residents of the University hostel are required to fully comply with the Rules of Residence issued by the warden from time to time.
- 1.7 All students except the hostel residents are required to vacate the premises of the University by 22.00 hours (or at any other one notified by the Vice - Chancellor ) on each any, unless otherwise engaged in legitimate bussiness. Students who are residents of the University Hostel and who wish to gain entry to the Campus permises after 2200 hours should either produce their University Cards / Record Books or identify themselves by placing their signature / index number, when requested by the security staff.

1.8 Students receiving visitors who are not persons of the University are required to report of same to the Chief Marshal or Chief Security Officer **or** the Office Incharge of the security staff on duty.

1.9 All students are required to be suitably attired during their period of residence in the Campus.

## **2.0 Registration and Conditions of discipline**

2.1 Students of the University at all times shall endeavor to safeguard the dignity, good name and reputation of the University.

2.2 Students are admitted and registered as undergraduate or graduate students of the University subject to their good behavior and the observance of strict discipline.

2.3 On admission to the University no student shall be duly registered as a student unless such student makes a declaration duly signed by him / her as provided for in Schedule 1 to these By-Laws to the effect that he / she had read and understood the provisions of these By-Laws and that he / she will at all times abide by the provisions of these By-Laws.



2.4 Upon the receipt of an application on the prescribed form for registration as a student of the University together with such documents as may be necessary for this purpose. Along with the declaration referred to in the foregoing paragraph, the Registrar or such other officer as may be nominated by him for this purpose shall register such student and shall issue to the student so registered an Identity Card and Student's Record Book bearing the photograph of the student concerned duly embossed with the seal of the University which shall be final and conclusive evidence pertaining to the Identity of the student and also to the accuracy of the particulars stated therein.

2.5 Every registered student of the University shall have in his possession either such Identity Card or Student's Record Book which he shall produce when called upon to do so by a member of the Academic staff or by any officer authorized by the Vice - Chancellor or Registrar for this purpose.

2.6 If any registered student fails to produce or wilfully refuses to produce or neglects to produce such Identity Card or Student's Record Book when called upon to do so by an authorized officer of the University

such students shall be deemed to be guilty of an offence punishable under these By - Laws.

2.7 In the event of the failure or the refusal to produce such Identity Card or Student's Record Book the authorized officer shall have the power to take such student to custody and to produce him before the Warden of the respective Hall of Residence if such student claims to be resident in a hall of residence for identification, In the event of such Residence such student may be produced before the Chief Security Officer or Chief Marshal who shall report him to the Vice - Chancellor for appropriate action.

2.8 The particulars stated in the Identity Card or Student's Record Book shall be deemed to contains prima facie evidence of the status of the student and shall be in the manner prescribed in Schedule II of these By Laws.

2.9 No club, society, Union of other association of students shall be recognised excerpt as provided for in the relevant sections of the Universities Act No. 16 of 1978 as amended by the Universities (Amendment) Act No. 07. of 1985

2.10 A recognized body of student so formed shall be hereinafter called a University Society.

2.11 A University Society shall be governed by the provisions of the relevant sections of the Universities Act. No. 16 of 1978 as amended by the Universities (Amendment) Act. No. 07 of 1985 and by Laws framed under same for the specified purpose.

2.12 No public meeting may be held by any student(s) University Society, or other Association of students on the University premises except with the permission of the Vice - Chancellor. The letter shall be obtained in a manner prescribed by notice from time to time.

2.13 The Vice - Chancellor shall designate the place and time of meeting when grating approval and the meeting shall not be held elsewhere or at any other time without the prior concurrence of the Vice - Chancellor.

2.14 For the purpose of this section a public meeting may be a gathering of five of more students with or without fees being charged.

2.15 Exceptions to the provisions of this section may be permitted by the Vice - Chancellor

through delegation to the Dean of a Faculty or Head of Department the authority to allow at his / her discretion the holding of a meeting which is of an academic nature.

2.16 The holding of an unauthorized meeting shall be considered an act of indiscipline and those responsible shall be liable for punishment.

2.17 For the purpose of this section, acts of indiscipline under unauthorized meetings, include the public announcement of such meetings, the putting up of posters or banners connected with such meeting, conducting the meeting and addressing meetings.

2.18 Unless the prior consent of the Vice - Chancellor has been Obtained, no subscriptions may be collected from among students of the University by any student(s), University Society or other association provided that this regulation shall not apply to a subscription collected by a University Society in accordance with, and for purpose of its rules.

2.19 Harassment (including any form of ragging) and intimidation of any person whether physical or mental shall be considered an act of indiscipline.



- 2.20 For the purpose to this Section, intimidation shall include the display or posters in the Campus premises by any student or students which are not properties of a University Society, calling for the boycott of lectures or strike action.
- 2.21 Even in the case of posters belonging to a University Society, they can be recognized as valid notice only if that Society has met legitimately and taken a majority decision at such meeting.
- 2.22 The causing of actual physical injury or physical harm or of threat to cause same constitutes a grave act of indiscipline and shall be regarded as a punishable offence.
- 2.23 Kidnap, attempted kidnap, or threat to kidnap any person or persons constitutes a grave act of indiscipline and shall be regarded as a punishable offence.
- 2.24 The inciting of students to disrupt legitimate activities of the University constitutes a grave act of indiscipline and shall be regarded as a punishable offence.
- 2.25 Any student who has stolen or attempted the theft of property within the University premises or has retained stolen property

belonging to the University or has caused willful damage to same shall be guilty of a punishable offence.

- 2.26 Any teacher of the University may suspend any student from a lecture, practical / demonstration, tutorial or test held by him. But shall in every such case report the suspension to the Head of the Academic Department who shall then report same to the Dean of the Faculty and the Vice - Chancellor. The letter shall then determine further action that requires to be taken upon the recommendation of the Dean.

### **3.0 Procedure for inquiry Against Reported Acts of Indiscipline**

- 3.1 (a) A Committee of Inquiry appointed from time to time by the Vice - Chancellor shall deal with matters pertaining to conditions of residence and discipline. This Committee shall consist of -

- i) Such number of members as the Vice - Chancellor thinks necessary.
- ii) Senior Assistant Registrar / Assistant Registrar (Student Welfare) Who shall be an ex-officio member serving as Secretary Convener of the Committee.

(b) The Vice - Chancellor shall nominate the Chairman of the Board.

3.2 Subject to the provisions of the Act, and of any other appropriate instrument, the Committee of inquiry has the following powers and functions.

- i) to hold inquiries or cause inquiries to be held pertaining to allegations of indiscipline or misconduct of the part of any student(s) of the University; and
- ii) to recommend appropriate penalties or punishments, on any student who has been found guilty of any acts of in discipline or mis conduct or who have been found guilty of offence under these By- Laws or, of acting in contravention of the provisions of these By - Laws or the Rules made by the Board.

3.3 The Dean of each Faculty of the University shall have full power and authority to exercise supervisory control over the discipline of all students within the Faculty.

3.4 For the Purpose of exercising the powers conferred upon a Dean by the preceding paragraph a Dean may issue from time to time instruction as he deems necessary for the proper administration of such faculty.

3.5 Dean of each faculty of the University shall be responsible for the maintenance of discipline of the students belonging to the faculty, and for this purpose he may Co-opt the services of any of the members of the academic staff of the faculty.

3.6 Where the Dean of a faculty of the University is satisfied that there is a likelihood of the breakdown of the smooth functioning of his Faculty due to the disorderly behavior or conduct on the part of student(s) the Dean may take immediate remedial measures to prevent a breakdown of the functioning of the faculty by -

- i) Reprimanding such student(s) for disorderly behavior: or
- ii) Recommending to the Vice - Chancellor the suspension of such Student(s) from the University or from attending lectures / Courses etc.;



- iii) recommending to the University authorities that such student(s) be debarred from the sitting a forthcoming examination.

3.7 A student who has been reported as having violated any of the provisions of these By Laws shall normally be afforded an opportunity to be heard before the committee of Inquiry appointed by the Vice - Chancellor. The findings of the committee shall be reported to the Vice - Chancellor for a determination of the appropriate punishment for those found guilty, and he shall thereafter impose same on the guilty student(s)

3.8 The Committee of Inquiry appointed by the Vice - Chancellor shall have the power to summon any student or any member of staff within the University and to oblige such student or staff to render whatever assistance needed to conduct inquiries on matters pertaining to provisions of these By - Laws.

3.9 The Vice-Chancellor may impose appropriate punishment upon the recommendation of the Committee to any person who commits any offence coming within the provisions of these By - Laws,

3.10 The Vice - Chancellor shall, at his discretion, declare the Campus premises out of bounds to any student pending an inquiry, of completion of an inquiry or otherwise, if he deems it necessary to maintain discipline in the Campus.

3.11 Notwithstanding any of the preceding provisions of the By - Laws the Vice - Chancellor shall take whatever action that he considers necessary, to maintain discipline at the University at his discretion.

#### **4.0 General Provisions**

4.1 Notwithstanding any provision in the preceding sections of these By - Laws, any Rules, Regulation Statutes, orders, ordinances and other Agreements pertaining to residence and discipline and which are in force at any time shall apply in addition to the provisions of these By - Laws.

4.2 Notwithstanding any provisions in the preceding section of these By - Laws the Vice - Chancellor may at his own discretion take action against an act of indiscipline which is not stipulated in these By - Laws to maintain discipline in the University.

## **5.0 Punishment**

- 5.1 i) Warning or a sever reprimand;
- ii) a fine;
- iii) Suspension from the University or Campus.
- iv) Withdrawal of residential facilities and accommodation;
- v) Withdrawal, cancellation or suspension of any financial benefits, assistance or award under the Mahapola Scholarship scheme, any Bursary scheme or Endowed Scholarship scheme;
- vi) Disqualification from sitting any University Examination for a specified period;
- vii) Suspension of the release of the results of any University Examination for a specified period; and
- viii) Expulsion from the University or Campus.

- 5.2 Any student on whom a punishment has been imposed by the Committee of Inquiry and who is aggrieved with the decision of the decision of the committee regarding the punishment may within a period of one month from the date of communication to him of such punishment or penalty to the Vice - Chancellor.
- 5.3 Upon the receipt of an appeal, the Vice - Chancellor shall refer such appeal for consideration to an appeals Committee.
- 5.4 The Appeals Committee for the purpose of the above paragraph shall consist of three persons nominated by the Vice - Chancellor
- 5.5 The appeals Committee shall have the power to review the decision of the Committee of inquiry regarding the punishment imposed and may either affirm vary or set aside he decision regarding the punishment.