




UCY Rules & Regulations as governed by Bournemouth University



Please read the University's Rules and Regulations carefully **before** accepting our offer. By accepting our offer you confirm that you have read the University Rules and Regulations fully and carefully and agree to be bound by them. A full copy of all University Rules and Regulations, together with all the University's individual policies and procedures, are available electronically on our website at <http://portal.bournemouth.ac.uk/StudentRegulations>. Hard copies are available from the Registry by telephone +44 (0) 1202 961056, or email ra@bournemouth.ac.uk. In particular you should be aware of the following:

Academic Offences

Any student found guilty of an academic offence (e.g. plagiarism or cheating) may be excluded from the University. See the Academic Offences Policy for further details. Please note that any student who is excluded from the University because of an academic offence will not be entitled to a refund of any fees, charges or other financial penalties, paid or owing for the current, or previous, year(s) of study.

Accommodation

All students living in University managed accommodation are required to abide by their tenancy agreement. Failure to do so (e.g. by defaulting on payment) may lead to eviction or the student being dealt with under the University's Disciplinary Procedures.

Behavioural Offences

All students are expected to act with due regard to the interests of the University and in a manner that is consistent with ensuring a safe, efficient and effective learning environment. Student conduct should at all times take into account the need for satisfactory relations with other students and members of staff. Any student who does not comply with these requirements (e.g. by being offensive or violent towards another member of the University community) will be subject to the University's Student Disciplinary Procedures and may ultimately be excluded from the University. Please note that any student who is excluded from the University because of a behavioural offence will not be entitled to a refund of any fees, charges or other financial penalties, paid or owing for the current, or previous, year(s) of study.

Disciplinary Offences

Any student who breaches any of the University's Rules and Regulations may be dealt with under the University's Student Disciplinary Code. Under the Code, the University has the right to suspend or exclude students from the University, its programmes and/or its premises. Examples of offences that may be dealt with under the Disciplinary Code are sexual or racial harassment of a student or staff member, failure to respect the rights of others to freedom of belief and freedom of speech, and misuse or unauthorised use of the University's premises). Please note that any student who is excluded from the University because of a disciplinary offence will not be entitled to a refund of any fees, charges or other financial penalties, paid or owing for the current, or previous, year(s) of study.



Information Technology

All students are required to comply with relevant legislation and the terms of licence when using specific software and databases and with the guidance for use of IT facilities contained in the University Rules. Students who do not comply (e.g. by connecting unauthorised hardware or downloading material which may generally be considered offensive or obscene) will be subject to the University's Disciplinary Procedure and may also be subject to criminal proceedings.

Personal Information

It is the responsibility of all students to check their student email account regularly as well as to inform their Programme Administrator of any changes to their personal and/or contact details.

Provision of Educational Services

The University undertakes to use all reasonable endeavours to provide the educational services set out in the prospectus, or in any documents issued by it describing its teaching, examination, assessment and other educational services, to appropriately enrolled students. It does not, however, guarantee the provision of such services. Should circumstances beyond the reasonable control of the University (for example, but not limited to: industrial action by staff or third parties, the departure of key members of University staff, power failure, damage to buildings or equipment, the acts of any government or local authority) interfere with its ability to provide educational services, the University undertakes to use all reasonable steps to minimise the resulting disruption to those services, but will have no liability for such failure.

The University also reserves the right not to commence any programmes or programme units as set out in the Programme Handbook or prospectus and to close, alter or combine programmes or programme units which have commenced.

Transport

Cars which are not parked in accordance with the University Rules, will be clamped and subject to a release fee.

The above is only a short synopsis, for your convenience, of some of the main implications of the University's Rules and Regulations. Please be aware that the following documents are relevant:

- Academic Appeals Policy & Procedure
- Academic Policies, Regulations & Procedures
 - Regulations & Procedures for the Admission of Students
 - Regulations & Procedures for the Assessment of Students on Taught Programmes
 - Equality of Opportunity for Students
- Assessment & Examination Procedures
- Code of Practice – Abuse of Alcohol by Students
- Code of Practice – Abuse of Drugs by Students
- Code of Practice – Harassment
- Code of Practice – Misconduct in Academic Research
- Course Handbook (*not on website*)
- Disability Statement
- Fraud Policy
- Health & Safety Policy
- Public Interest Disclosure Policy
- Research Ethics Policy & Procedure
- Student Complaints Policy & Procedure
- Student Disciplinary Code
- University Rules

If this document is not in a format accessible to you, please contact the Student Support Officer who shall endeavour to supply the information in a more suitable format.

Tel + 44 (0) 1935 845454 or email ucy@yeovil.ac.uk.

