



The
University of
Faisalabad

**The University of Faisalabad, Students
(Discipline and Conduct)
Regulations, 2020
(As amended and updated upto March, 2024)**

THE UNIVERSITY OF FAISALABAD, STUDENTS (DISCIPLINE AND CONDUCT) REGULATIONS, 2020¹

1. SHORT TITLE, COMMENCEMENT AND APPLICATION:

- a. These Regulations shall be called The University of Faisalabad, Students (Discipline and Conduct) Regulations, 2020.
- b. These Regulations shall come into force with immediate effect.
- c. These Regulations shall apply to all students on roll of the University.
- d. A student on roll of the University who violates these Regulations shall be guilty of indiscipline and misconduct and liable to disciplinary action being taken against him/her under these Regulations.
- e. These Regulations will be in addition to Students Code of Conduct indicated in Section 29 of Act, Statutes, Regulations and Rules (ASRAR). The said Code of Conduct has not been replaced except Sub-Section 29.15 (Damage to University Property) and 29.26 (Disciplinary Suspension or Dismissal) being merged in these Regulations.

2. DEFINITIONS:

In the Rules, unless there is anything repugnant in the subject or context, the expressions/ terms used in these Regulations and defined or used in The University of Faisalabad, Ordinance, 2002, shall have the meanings assigned to them, respectively, hereunder or in the Ordinance:-

- a. "Chairman" means Chairman Board of Governors of the University;
- b. ²"Authority" means any of the Authorities of the University specified under these Regulations for taking action mentioned in these Regulations;

¹ As approved by the Board of Governors' at its 17th meeting held on July 25, 2020 framed by the Academic Council dated July 10, 2020, in addition to existing 'Students Code of Conduct'.

² As approved by the Academic Council on March 11, 2024.

- c. ³"Rector/Pro-Rector" means the Rector or Pro-Rector of the University or whosoever designated by the Chairman, Board of Governors for the purpose;
- d. "Dean" means the Chairman of the Board of a Faculty;
- e. "Head of Department" means the head of a teaching Department of the University;
- f. "Registrar" means the Registrar of the University;
- g. ⁴"Disciplinary Committee" means the Disciplinary Committee of the University, as constituted on case to case basis under the provisions of Regulations *ibid* read with Section 4(d) of the Act, Statutes, Regulations and Rules (ASRAR);
- h. "Faculty" means a Faculty of the University;
- i. "Penalty" means a penalty which may be imposed under these Regulations;
- j. "Statutes", "Regulations" and "Rules" means the existing Statutes, the Regulations and the Rules respectively or deemed to have been framed hereinafter under the University of Faisalabad, Ordinance, 2002.
- k. ⁵ "Teachers" means Professors, Associate Professors, Assistant Professors and Lecturers engaged whole time by the University, for teaching degree, honors or postgraduate classes, and such other persons as may be declared to be Teachers by Regulations;
- l. "University" means the University of Faisalabad, as established under the University of Faisalabad, Ordinance, 2002, Punjab Ordinance No LX of 2002.

3. ACTS OF INDISCIPLINE AND MISCONDUCT:

⁶The following among others indicated in Students Code of Conduct, violations shall constitute acts of indiscipline and misconduct for which action may be taken against the student(s) by the Competent Authorities

³ *ibid*

⁴ As approved by the Academic Council on March 11,2024

⁵ *ibid*

⁶ *ibid*

for imposing appropriate penalties upon involved students according to intensity of their involvement: -

- a. Breach of any rule of public morals, such as: -
 - i. Use of indecent or filthy language in class rooms, residential halls, playgrounds and on the Campus;
 - ii. Violation of prescribed dress code;
 - iii. Use of undesirable remarks or gestures;
 - iv. Disorderly behavior, such as, shouting, abusing, quarrelling, fighting and insolence;
 - v. Use or attempt or threat to use force;
- b. Defiance of authority;
- c. Impersonation, giving false information, willful suppression of fake information, cheating, deceiving and stealing;
- d. Visiting places out of bounds for students;
- e. ⁷Involving in provoking the students to demonstration, staging a walk out, a strike, boycott of classes, participation in any illegal/unauthorized gathering inside or in the proximity of the University Campus;
- f. ⁸Shouting of slogans, placing any post on print/electronic/social media, creating fake contents/sharing un-authentic information/news, action(s) defamatory, derogatory to the prestige of Islam/any other religion, Pakistan, the University or the reputation of its teachers, officers and students;
- g. ⁹Keeping or using any type of traditional or processed intoxicants including drugs, E-Cigarette (vape, Sheesha), ice, alcohol etc. within University/hostel premises;
- h. ¹⁰Keeping or entering into the University/hostel with licensed or unlicensed arms/ lethal weapon/articles;
- i. ¹¹Immorality; or committing unethical activities;

⁷ As approved by the Academic Council on March 11, 2024.

⁸ *Ibid*

⁹ *Ibid*

¹⁰ *Ibid*

¹¹ *Ibid*

- j. Loss or damage to movable or immovable University property or a student or official;
- k. Any act, conduct, disorder or neglect which is considered prejudicial to good order or discipline or unbecoming of a student and a gentleman including any act on the part of a University student to bring or attempt to bring political or other outside influence directly or indirectly to bear on the Chairman BOG, the Rector or any Officer, or any Authority or Teacher of the University.
- l. ¹²Defaming image of the University, its teacher, official or student(s) and misbehaving with its teacher, official or student(s).

4. ¹³COMPETENT AUTHORITY AND PENALTIES:

The Disciplinary Committee as constituted for the purpose on case to case basis under Regulation 16 of the Regulations *ibid* read with Section 4(d) of ASRAR, shall be competent to take disciplinary action against the student(s) found guilty of misconduct and indiscipline after following the prescribed procedure specified under these Regulations and permission of the Competent Authority. The disciplinary action may be one or more of the following forms, depending on the nature and intensity of involvement:-

- a. Censure and warning for future;
- b. Withdrawal of financial concessions for one semester;
- c. Cancellation of hostel accommodation (if residing in the hostel);
- d. Imposition of fine;
- e. ¹⁴Recovery of loss or breakage of movable and immovable University property or a student or official;
- f. ¹⁵Placing a student on probation for a specific period or remaining study period;
- g. ¹⁶Carrying out social work;

¹² As approved by the Academic Council on March 11, 2024

¹³ *Ibid*

¹⁴ *Ibid*

¹⁵ *Ibid*

¹⁶ *Ibid*

- h. ¹⁷Suspension from the rolls for a specific period to be extendable and or ban on entry in the premises of the University;
- i. ¹⁸Dropping from enrolled course(s)
- j. Withdrawal of financial concessions for more than one semester;
- k. Rustication;
- l. Expulsion and
- m. Debarring from seeking admission to higher studies at the University for specific period or for EVER.

5. MAJOR AND MINOR PENALTIES:

For the purposes of these Regulations, penalties specified in Regulation 4 (a) to (h) shall be deemed to be minor penalties, and those specified in Regulation 4 (i) to (m) to be major penalties.

6. PAYMENT OF FINE:

- a. ¹⁹The fine imposed upon a student under these Regulations or those specified in Students Code of Conduct shall invariably be paid by him/her within ten (10) days from the issuance of its notification/ imposition, on proper voucher. The original paid voucher showing payment of fine shall be submitted in the Office of the Registrar within due date, failing which the name of the defaulter shall be struck off the University rolls/restrain to enroll next semester(as the case may be). The defaulter shall not be entitled to file an appeal unless depositing the amount of fine.
- b. In case, the Competent Authority, on the appeal of a student remits or reduces the fine, the amount of fine/its balance may be adjusted by the Accounts Section on the request of student and on the recommendations of the Registrar office.

7. RECOVERY OF LOSS OR BREAKAGE OF PROPERTY:

²⁰A student shall be liable to make good the loss caused by him/her to the University property/any student/Official within fifteen (15) days of

¹⁷ *Ibid*

¹⁸ *Ibid*

¹⁹ As approved by the Academic Council on March 11, 2024

²⁰ *Ibid*

the notification of the order by the Competent Authority. Failure to make good the loss shall be considered an act of indiscipline and misconduct, within the meaning of Regulation 3(b). The name of such a student shall be struck off from the rolls/restrain to enroll next semester (as the case may be) till making good the loss. The Competent Authority, if required, with the prior approval of the Rector, may initiate legal proceedings against the defaulter in a Court of Law.

8. PLACING ON PROBATION:

²¹A student may be kept under probation by the Competent Authority for a specified period or for remaining study period. In case probation period is specified, it may be extended if the student fails to improve his/her conduct. Continued failure to improve his/her conduct may lead to further severe disciplinary action.

9. SUSPENSION FROM ROLL:

A student may be suspended from the University roll for a period not exceeding two weeks at a time. Such a student shall pay the normal fine of absence for the period of suspension. A student suspended from the rolls may be reinstated or his period of suspension may be extended, as the case may be, by the Competent Authority.

10. RUSTICATION:

²²A student committing an act of major indiscipline and misconduct may be rusticated for an academic year (two semesters). Rustication shall mean the loss of one academic year including Summer Semester to the student in so far as his appearance in the University examinations during the academic year is concerned. Provided that the period of rustication shall be counted towards maximum duration of the respective degree program.

11. EXPULSION:

²¹ As approved by the Academic Council on March 11, 2024

²² *Ibid*

²³A student committing an act of major indiscipline and misconduct may be expelled from the University for a minimum of two academic years (four semesters) and FOREVER at maximum according to intensity of involvement, from the semester of expulsion. Provided that period of expulsion shall be counted towards maximum duration of the respective degree program.

12. NOTIFICATION OF MAJOR OR MINOR PENALTIES:

²⁴Based on the recommendations of the Disciplinary Committee as approved by the Registrar, proper notification shall be issued by the Registrar Office. The name(s) of rusticated/expelled student(s) shall be considered as struck off the rolls of the University. In the case of any major penalties or if situation so warrants, the delinquent shall have to vacate hostel accommodation, if any, immediately and his/her entry into any part of Campus, shall be banned except as and when called by any of the authorities. The bonafide status of such student during penalty period shall also remain suspended. If desired, the University may issue NOC to rusticated or expelled student(s) for continuation of studies elsewhere but no character certificate will be issued.

13. INFORMATION OF PENALTIES FOR ACTS OF INDISCIPLINE AND MISCONDUCT TO PARENTS/GUARDIAN OF STUDENTS:

²⁵A copy of notification containing acts of indiscipline and misconduct committed by University student(s) and penalties imposed upon a student under these Regulations shall invariably be sent to the accused on University and personal Email and also by post to his/her parents/guardian on available home address, for confirmation/ information.

14. RE-ADMISSION OF RUSTICATED STUDENT:

The University may allow re-admission to a rusticated student after serving out penalty period, if s/he wishes to re-join the University. For the purpose, s/he is required to submit an application in the Registrar Office atleast three months before the commencement of the semester

²³ *Ibid*

²⁴ As approved by the Academic Council on March 11, 2024

²⁵ *Ibid*

where s/he stands eligible according to the approved 'Scheme of Studies'. The application should include an undertaking on judicial paper signed by the student and countersigned by his/her parents/ authorized guardian (if father not alive), to abide by the Rules of conduct of the University and not to repeat any act of misconduct and indiscipline in future. If s/he fails to avail the chance immediately after serving out penalty period, s/he can seek re-admission in the same semester of the next academic session/semester but within the maximum limit of semesters.

²⁶The re-admitted student shall have to complete his/her remaining degree program according to the 'Scheme of Studies' and 'fee structure' being followed by other students with whom continuing studies. However, 'F' grade course(s), if any, of previous semesters(s) shall have to be qualified as per the then 'Scheme of Studies', if it has been revised during penalty period.

In case a student does not avail both of the admissible opportunities, s/he shall not stand eligible for re-admission in future. Provided that the Rector may, on the recommendations of the Registrar condone the above period in special circumstances to be recorded in writing subject to the condition that s/he has not exhausted maximum admissible limit of semesters, for completion of degree according to 'Scheme of Studies' as specified above. Provided further that the Competent Authority may refuse to allow re-admission to any student, without assigning any reasons.

15. SPECIAL PERMISSION FOR RE-ADMISSION OF EXPELLED STUDENT:

After serving out penalty period, an expelled student may be re-admitted to the University with the special permission of the Academic Council. For the purpose, such student shall be required to submit undertaking on judicial paper, countersigned by his parents/authorized guardian (if father not alive) to abide by the Rules of conduct of the University and not to repeat any act of misconduct and indiscipline in future. S/he is required to submit application addressed to the Rector

²⁶ As approved by the Academic Council on March 11, 2024

accompanied with requisite undertaking, in the Registrar Office, for onward consideration of the Academic Council. Such application should be submitted atleast four months before the commencement of the semester in which expelled student is eligible for re-admission according to the approved 'Scheme of Studies'.

If the student fails to apply for re-admission immediately after serving out penalty period, s/he may submit request in the same semester of the next academic session/semester. In case a student does not avail both of the admissible opportunities, s/he shall stand ineligible for re-admission in future.

²⁷The re-admitted student shall have to complete his/her remaining degree program according to the 'Scheme of Studies' and 'fee structure' being followed by other students with whom continuing studies. However, 'F' grade course(s), if any, of previous semesters(s) shall have to be qualified as per the then 'Scheme of Studies', if it has been revised during penalty period.

Provided that the Academic Council may, on the recommendations of the Registrar condone the above period in special circumstances to be recorded in writing subject to the condition that the student has not exhausted maximum admissible limit of semesters for completion of degree according to 'Scheme of Studies' as specified above. The Academic Council may however, refuse re-admission without assigning any reason.

16. ²⁸DISCIPLINARY COMMITTEE FOR INVESTIGATION OF CASES OF INDISCIPLINE AND MISCONDUCT:

The cases of indiscipline and misconduct involving students of the University shall be investigated by the Disciplinary Committee consisting of one Professor/ Convener, nominee of Registrar/Member and concerned Head(s) of Department(s)/Member(s) to which accused student(s) belongs, constituted by the Registrar on cases to cases basis.

²⁷ As approved by the Academic Council on March 11,2024

²⁸ As amended by the Board of Governors' at its 18th meeting held on January 01, 2022 on the recommendations of the Academic Council dated January 26, 2022 and later on by the Academic Council on March 11, 2024

The Committee may co-opt any other Faculty Member(s) or Official(s) as witness, for having evidences, if any, as and when required to reach at a right decision. If some outsider(s)/ex-student(s) is/are involved in an indiscipline and misconduct case alongwith the University student(s), the concerned Committee, after careful consideration and with the due permission of the Registrar, may refer such case to the Police to the extent of outsider(s)/ex-student(s) for investigation and appropriate action.

17. PROCEDURE FOR INVESTIGATION:

The following procedure shall be observed before imposing penalty upon the involved student/Alumni:-

The Registrar/nominee, on receipt of a report from a teacher or any other source for the breach or violation of the provisions of Discipline, shall send the same to be considered by the Disciplinary Committee.

²⁹The CCTV footage of any incident/evidence must be kept saved in a separate folder by the duty Camera Operator, which will not be provided to anyone except with the permission of the Competent Authority. In case, any member or the Disciplinary Committee desire to peruse the said evidence during proceedings, it can only be perused in Control Room with prior permission of the Incharge concerned. The requisite footage will also be saved in soft format by the Disciplinary Committee for keeping it on record with case file, for future reference and record.

The Committee shall:

a. Frame charges and communicate it to the student(s) through University and personal Email together with a statement of allegation(s) explaining the charges and or any other relevant circumstances which are proposed to be taken into consideration.

³⁰In first instance, if the Committee feels that presence of the involved student(s) in University premises can further create any unbecoming situation, the student(s) concerned shall be suspended from the rolls of the University till completion of its proceedings. In

²⁹ As approved by the Academic Council on March 11,2024

³⁰ *Ibid*

case any of the involved student is not found guilty on completion of proceedings, his/her absence period due to suspension from rolls shall be considered as excluded from total delivered lectures.

- b. Require the student within a reasonable time which shall not be more than seven (7) days from the date of issuance of notice as prescribed under 17(a) above, to submit a written as well as oral defense;
- c. Enquire into the charges and examine such oral or documentary evidence in support of the charges, or in defense of the student, as may be considered necessary;
- d. Determine on the basis of evidence and proceedings of enquiry as early as possible whether the act(s) of indiscipline or misconduct warrants a major or a minor penalty;
- e. The Committee shall invariably serve show cause notice indicating penalty to be imposed upon the accused and providing an opportunity of being heard in person before communicating its recommendations to the Competent Authority for seeking permission;
- f. In case the student fails to respond to the notice issued to him/her under para 17(a & e) above, ex–parte decision shall be taken against him/her provided that the student under legal detention or hospitalized may respond to the said notice within seven (7) days after the release or discharge, as the case may be. ³¹Provided further that the Committee may sent statement of allegations and show cause notice simultaneously to the student concerned, if situation so warrants.
- g. ³²The Committee, if required may also record oral/written evidence of any other Faculty member/official of the University, enabling it to reach at a right decision. The Committee may also collet mobile phone/other electronic device or any other evidence from involved student, for recording evidences.

³¹ As approved by the Academic Council on March 11,2024

³² *Ibid*

h. He proceedings of the Committee must be completed within a maximum period of twenty (20) days. However, the Committee may after recording reasons seek extension in the stipulated period from the Competent authority in exceptional cases.

i. ³³The Committee shall send its recommendations to the Rector, Pro-rector or whosoever designated by the Chairman, Board of Governors for the purpose or Registrar, for seeking approval prior to issuance of proper notification

³⁴A separate file of each indiscipline and misconduct case containing complaint, proceedings, written evidences, images of evidences in soft format as obtained from CCTV footage if any, recommendations and approval of the Competent Authority etc., will be maintained by the Registrar Office, for further reference and record.

17.a. PROCEEDINGS FOR SERIOUS ACT(S) OF INDISCIPLINE:

a. Notwithstanding anything to the contrary contained in Regulation 17, a student accused of a serious act of indiscipline, such as:

i. indulging in any criminal act(s);

ii. ³⁵provoking the students to demonstration, staging a walk out, a strike, boycott of classes, participation in any illegal/ unauthorized gathering inside or in the proximity of the University Campus;

iii. ³⁶Shouting of slogans, placing any post on print/electronic/ social media, creating fake contents/sharing un-authentic information/news, actions defamatory, derogatory to the prestige of Islam/any other religion, Pakistan, the University or the reputation of its teacher(s), officer(s) and student(s);

iv. ³⁷Keeping or entering into the University with licensed or unlicensed arms/lethal weapon/articles;

³³ *Ibid*

³⁴ As approved by the Academic Council on March 11,2024.

³⁵ *Ibid*

³⁶ *Ibid*

³⁷ *Ibid*

- v. ³⁸indulging in any immoral/unethical act;
 - vi. Loss or damage to movable or immovable University property or official or a student;
 - vii. ³⁹Defaming and misbehaving with a teacher, official of the University or its student(s) and
 - viii. ⁴⁰Keeping or using any type of traditional or processed intoxicants including drugs, E-Cigarette (vape, sheesha), ice, alcohol etc. within University/hostel premises,
- shall be proceeded against the involved student(s) immediately by the Committee and the proceedings shall be concluded within forty-eight (48) hours of the commission of the offence and act of indiscipline. The accused shall be given an opportunity of being personally heard. In case of absence or non-appearance, the notice of the proceedings shall be given to the parents/guardian, if available through email/SMS, for ensuring the attendance. The ex-parte action shall be taken against those who would not be available. Before taking ex-parte action, a notice shall be pasted on the Notice Board or at a prominent part of the buildings at the Campus and shared through email/SMS. In case allegations leveled against the accused are proved, the penalty of rustication/expulsion shall be imposed upon him/her for the period as may be decided by the Committee according to intensity of involvement.
- b. The matter shall also be reported to the Police about the commission of offence having been committed as and when required.
- 17-b Nothing provided in clause 17 and 17-a shall restrict the powers of the Registrar to pass immediate orders without referring the case to the Committee and without following the specified procedure, if situation so warrants.

18. APPEAL AGAINST THE PENALTY:

³⁸ *Ibid*

³⁹ *Ibid*

⁴⁰ As approved by the Academic Council on March 11,2024.

- a. ⁴¹A student on whom any penalty/penalties has/have been imposed on involvement in a particular case of indiscipline and misconduct on the recommendations of the Disciplinary Committee, may, within thirty (30) days from issuance of penalty notification, file an appeal against imposed penalty to the Rector, Pro-Rector or whosoever designated by the Chairman, Board of Governors for the purpose, being Competent authority .
- b. ⁴²The Competent authority after co-opting any Officer/Official of the University for evidence as may deem fit, perusing relevant record, may dismiss the appeal or acquit/pardon the appellant, or order a fresh enquiry, or reduce or enhance the penalty. If expedient, the authority may also consider to suspend the penalty of a student for a specific period conditionally to be re-imposed immediately on evidence of his/her involvement in another act(s) of indiscipline. If required, the period of suspension of penalty may be extended on semester to semester basis conditionally on the recommendations of the Students' Affairs Section.
- c. Provided that wherever the punishment is suspended on semester to semester basis conditionally for completion of degree in which the student(s) studying at the time of imposition of penalty, s/he will be debarred for admission to next degree program for a period of three (3) years of declaration of result of existing degree. After the expiry of stipulated period, such student(s), if desire, may be considered for admission on the recommendation of the Students' Affairs Section. Provided further that admission to such student (s) can be refused under any circumstances without assigning any reason.
- d. Provided that: -
 - (i) ⁴³no recommendations/decision under this Regulation shall be made, unless an affected student is provided an opportunity of personal hearing in the presence of father/authorize guardian if father is not alive) of appellant.

⁴¹ *Ibid*

⁴² As approved by the Academic Council on March 11,2024

⁴³ *Ibid*

Provided further that in case the appellant does not appear for personal hearing according to communicated schedule, the appeal be kept pending. In case the appellant fails to appear for second time, the pending appeal be disposed of on its merit in absentia, ex-parte.

- (ii) where the appellate authority decides to enhance the penalty, it shall: -
 - (a) by an order, in writing, inform the accused of the action proposed to be taken and the grounds of such enhanced punishment.
 - (b) given him/her a reasonable opportunity to show cause against that action.

19. ⁴⁴SECOND APPEAL AGAINST THE ORDER ON APPEAL:

- a. If contrary to pray made, the punished student(s), if desired, may, file second appeal against the orders passed on his/her appeal, to the Chairman, Board of Governors within a period of fifteen (15) days from the announcement of the orders. The Chairman may pass appropriate orders thereupon on the basis of evidences, available record and decision taken earlier on the appeal of the concerned appellant(s). If appropriate, the Chairman may provide opportunity of personal hearing to appellant or seek advice of the Rector or any other authority as may deem fit on the second appeal(s) before passing suitable orders.
- b. If a student whose penalty is suspended under Regulation 18(b), is again found involved in act(s) of indiscipline and misconduct and fresh penalty is imposed along with re-imposition of previous suspended penalty, may appeal against the fresh penalty only, as provided under Regulation 18(a). Such student may also file second appeal, to the Chairman, Board of Governors within the prescribed period as provided under Regulation 19(a) of the Regulations *ibid*.

⁴⁴ As approved by the Academic Council on March 11,2024
