



聖若瑟大學
UNIVERSITY OF
SAINT JOSEPH

STUDENT CONDUCT COMMITTEE

REGULATIONS

Article 1

1.1 The Student Conduct Committee Regulations aim to ensure that educational outcomes in respect of raising high-level standards of moral behaviour and student conduct are addressed in the University. These regulations are approved by the Executive Council; any modifications to these must follow the same procedure. The Student Conduct Committee differs from the Academic Integrity Committee by virtue of its focus on conduct of students rather than the academic matters which are the focus of the Academic Integrity Committee.

Article 2

2.1 These Student Conduct Regulations apply to all students of the University of Saint Joseph (USJ) and are particularly targeted at students' morals, behaviour and conduct. They apply to on-campus student conduct only, and the Committee acts on alleged breaches of student conduct if and only if it has received a formal complaint. USJ is willing to liaise with external parties in respect of off-campus matters of student conduct.

Article 3

3.1 As USJ shares its campus with the Catholic secondary school Colégio Saõ José, i.e. operates in the presence of minors on campus, students of USJ are expected to be mindful of the example that they set to those school students and to the need for safeguarding with regard to minors and vulnerable adults.

Article 4

4.1 The Student Conduct Committee seeks to promote positive student conduct in the University. An important principle in promoting positive student conduct and in handling any breaches of student conduct is one of subsidiarity: where the matter is of a sufficiently minor nature (either in the promotion or breach of student conduct) to be handled at the Faculty level, i.e. not to warrant being brought to the Student Conduct Committee for consideration and adjudication, as decided by the Dean of the Faculty¹ (who may consult the members of the Faculty, relevant and suitable parties in the University and/or Chair of the Student Conduct Committee about this), then this should

¹ 'Faculty' is used here as a shorthand for faculty/School/Institute.



be handled at the Faculty level. If there is any doubt or uncertainty about this, or if the breach of student conduct requires any formal warning or other formal penalty, then the Dean is required to consult the Chair of the Student Conduct Committee. If a breach of student conduct is discovered in any other University unit outside the Faculty, then this must be reported directly to the Dean of the Faculty or the Chair of the Student Conduct Committee.

Article 5

5.1 If the Student Conduct Committee decides that a breach of student conduct has been committed, then penalties available to the Committee are:

- (a) Written warning
- (b) Severe written warning
- (c) Under observation in the University
- (d) Required to suspend study
- (e) Required to withdraw from study
- (f) Be expelled from the University

Article 6

6.1 Students who violate any rule or regulation stipulated by the University or commit any of the following misbehaviors will be penalized. The severity of the penalty will correspond to the gravity of the offence, within the procedures of the University and the laws of Macau. Offences include, but are not limited to:

- (a) Defaming, threatening or any behaviour that is detrimental to the reputation or interests of the University;
- (b) Defaming, threatening or assaulting any staff or student of the University;
- (c) Wilfully damaging the property of the University or other public property;
- (d) Cheating or stealing property in the form of monetary value or belongings from the University or other people, or offering or accepting bribes;
- (e) Falsifying, distorting, or misusing documents, academic results or records of the University;
- (f) Failing to observe any regulation or order of the University which disrupts the teaching, learning, scientific research or other administrative activities of the University;
- (g) Organizing group activities that may cause disturbance to discipline within the



聖若瑟大學
UNIVERSITY OF
SAINT JOSEPH

- campus, without prior approval from the University;
- (h) Taking part in any activities that may be seriously detrimental to the reputation or the interests of the University;
 - (i) Committing an offence as judged by administrative organizations or by a court to be aberrant behaviour;
 - (j) Producing intentional misrepresentation or false statements in any application or document submitted to the University;
 - (k) Disturbing the normal work of academic and administrative staff of the University;
 - (l) Storing dangerous goods or possessing contraband goods within the campus;
 - (m) Breaches of University safeguarding policies with regard to minors and vulnerable adults;
 - (n) Committing any misbehaviour similar to the above in this Article.

Article 7

- 7.1 The Committee may award an individual punishment in the form of a 'Written Warning' for any of the following:
- (a) Where the breach of the University Student Rule is considered to be relatively minor.
 - (b) Where words and deeds are improper and are considered to be relatively minor.
 - (c) Where, without sufficient reason for being absent, students do not attend required assemblies, meetings or activities according to the University Student Regulations.
 - (d) Committing any act or misdemeanor similar to the above in this Article.

Article 8

- 8.1 The Committee may award an individual punishment in the form of a 'Severe Written Warning' for any of the following:
- (a) An offence for which a "Written Warning" has already been received and which has then been recommitted.
 - (b) Where the breach of the University Student Rule is considered to be relatively severe.
 - (c) Where words and deeds are improper and are considered to be relatively severe.
 - (d) Disturbing the normal teaching or activities.
 - (e) Deeds or actions which negatively affect the social order, sanitation, safety and calmness.



- (f) Committing any act or misdemeanor similar to the above in this Article.

Article 9

9.1 The Committee may award an individual punishment in the form of 'Under Observation in the University' for any of the following:

- (a) An offence for which a "Severe Written Warning" has already been received and which has then been recommitted.
- (b) Defaming the University's reputation.
- (c) Falsifying and misusing the transcripts, nationalities, certifications and any related kinds of document.
- (d) Damaging or defacing a University notice board or display area.
- (e) Destroying the University's public facilities or social order, sanitation, safety and calmness.
- (f) Using the University's name or reputation when engaged in petitions, assemblies and demonstrations without prior University approval.
- (g) Engaging in illegal activities or organizations.
- (h) Using illegal drugs.
- (i) Storing or possessing dangerous or contraband goods.

Article 10

10.1 The Committee may award an individual punishment in the form of 'Required to Suspend Study' for any of the following:

- (a) An offence for which "Under Observation in the University" has already been received and which has then been recommitted, but which recommitment is relatively minor.
- (b) Committing any act or misdemeanor similar to the above in this Article.

Article 11

11.1 The Committee may award an individual punishment in the form of 'Required to Withdraw from Study' for any of the following:

- (a) An offence for which "Under Observation in the University" has already been received and which has then been recommitted, but which recommitment is relatively severe.



聖若瑟大學
UNIVERSITY OF
SAINT JOSEPH

(b) Committing any act or misdemeanor similar to the above in this Article.

Article 12

12.1 The Student Conduct Committee may impose the penalty of “Being Expelled from the University” on a student found guilty of any or more of the following offences:

- (a) Committing an offence that is much more serious than those being penalized by the penalty of “Required to Withdraw from Study”.
- (b) Committing another serious offence additional to the penalty of “Under Observation in the University” or “Required to Suspend Study”.
- (c) Threatening safety in the campus.
- (d) Being involved in activities that may be seriously detrimental to the reputation of the University.
- (e) Seriously contravening University Regulations.
- (f) Committing a criminal offence for which the student has been convicted in court;
- (g) Misusing or falsifying academic certifications.
- (h) Committing any act or misdemeanor similar to the above in this Article.

Article 13

13.1 Students who have received the penalty of “Severe Written Warning”, “Under Observation in the University”, “Required to Suspend Study”, “Required to Withdraw from Study” or “Be Expelled from the University” will lose their entitlement to a scholarship or fellowship if they are enjoying such a benefit.

Article 14

14.1 For students who have received the penalty of “Severe Written Warning”, “Under Observation in the University”, “Required to Defer Study”, “Required to Withdraw from Study” or “Be Expelled from the University”, the University reserves the right to announce the punishment.

Article 15

15.1 The imposition of Article 5 will be deliberated and voted on by the Student Conduct Committee and approved by the Rector.

15.2 The imposition of the stipulations in these Articles should be recommended by the



聖若瑟大學
UNIVERSITY OF
SAINT JOSEPH

Office for Student and Alumni Affairs in view of the severity of the case, and decided by the Student Conduct Committee and approved by the Rector.

15.3 The imposition of the stipulations in these Articles will be deliberated and voted on by the Student Conduct Committee.

15.4 The Student Conduct Committee retains the right to deliberate on, and propose, suggestions to the University if any matters arise which are not mentioned in these 'Student Conduct Committee regulations'.

Article 16

16.1 Students have an automatic right of appeal against any penalties imposed by the Student Conduct Committee.

Author: Executive Council

Approval date: 13 December 2018

Operational commencement date: 13 December 2018

Version number: Student Conduct Committee – Regulations 001