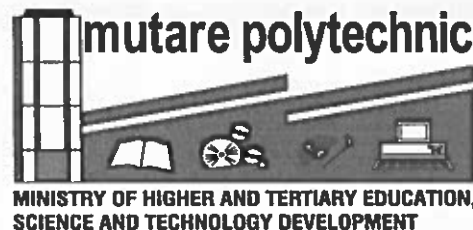




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MINISTRY OF HIGHER AND TERTIARY EDUCATION,
SCIENCE AND TECHNOLOGY DEVELOPMENT

RULES AND REGULATIONS OF STUDENT CONDUCT AND DISCIPLINE

Until such time that Mutare Polytechnic shall review the Rules and Regulations of Student Conduct and Discipline, these shall be the Rules and Regulations read together with the Statutory Instrument Number 81 of 1999.

- 1.0 These Rules and Regulations shall be cited as Rules and Regulations of Student Conduct and Discipline.
- 2.0 The Principal or the appointee shall interpret the Polytechnic Rules and Regulations, as set out in the document on the first day of the Polytechnic Calendar year.
- 3.0 The Principal or the appointee shall have the power to investigate and exercise disciplinary authority in respect of misconduct by any student to the extent and manner set out in this document and Statutory Instrument No 81 of 1999.
- 4.0 The Principal may set up a Student Disciplinary Committee in accordance with the provisions of Section 9 sub-section 4 of Statutory Instrument No 81 of 1999.

5.0 INTERPRETATION

The Polytechnic is a Society in which high standard of communal life must be established and maintained for the benefit of both present and future members of the Polytechnic. The following principles should be highly regarded as:

- 5.1 A high level of personal integrity and developed sense of responsibility towards others are as important to the Polytechnic as outstanding academic achievement.
- 5.2 A proper concern for the reputation of the Polytechnic and what it ought to stand to be and make it incumbent upon its members to live decent and orderly lives.
- 5.3 Individual or collective action by members of the Polytechnic which constitute a breach of these rules and regulations may require to be punished notwithstanding that the motive or goal of such action was commendable one in the belief of such members.

6.0 UNDERTAKING AT REGISTRATION (NEW ACADEMIC YEAR)

When registering as a student at the Polytechnic for a particular academic year, a student shall be given a copy of these rules and regulations and shall sign a statement in which he/she acknowledges that he/she has been furnished with the rules and regulations, and he/she undertakes to conduct himself/herself accordingly during the course of the study. The parent or guardian of the student is also expected to sign the code.

7.0 PAYMENT OF FEES AND LEVIES

- 7.1 Payment of fees shall be made in full on or before the beginning of each Polytechnic term.
- 7.2 Payment of the fees shall be by a method approved by the Polytechnic
- 7.3 A student shall not be allowed to have access to any privileges by the Polytechnic before the payment of the Polytechnic stipulated fees.

8.0 CONSISTENT WITH MUTARE POLYTECHNIC STANDARDS, THE FOLLOWING BEHAVIOURS ARE CONSIDERED VIOLATIONS OF THE CODE:

8.1 Defacement, Damage or Destruction of Polytechnic Property

This includes damage or defacement of property of the Polytechnic or perform any act reasonably likely to cause damage or defacement thereto.

8.2 Unauthorised use of Polytechnic Property

Using the Polytechnic premises contrary to the rules and regulations or do any act reasonably likely to cause such a misuse. Students are reminded hostel accommodation is obtained only after obtaining the express consent of a hostel Warden or of the Chief Warden.

8.13 Polytechnic Orientation

All students are encouraged to attend an orientation meeting which marks the official opening of the particular academic year without failure. Failure to attend this critical event is a serious offense.

8.14 Alcohol Policy

Possession and consumption of alcoholic beverages is prohibited for all students while on campus. It is unlawful to possess, use, sell or manufacture any alcoholic beverages.

8.15 Noise

Excessive sound which infringes upon the Polytechnic community's right to reasonable peace and tranquillity is prohibited at all times. Therefore noise at all times is not allowed in lecture rooms, library, halls of residence and any other such place where learning/studying may be taking place.

8.16 Incivility

Engaging in behaviour, either through language or actions which disrespects another individual including but not limited to:

- Students from Mutare Polytechnic or other sister institutions
- Polytechnic staff, official visitors or guests

8.17 Maintenance of the Polytechnic Premises by the Students

The Polytechnic expect students to retain their lecture rooms, residential rooms and the surroundings at all times in a clean manner. Violations include

8.17.1 Allowing a lecturer to conduct a lecture in a dirty lecture room

8.17.2 Allowing litter to scatter around a hostel or lecturer room and grass and weeds on or around the lecture room or hostel to grow. Students should walk on footpaths provided.

8.17.3 Male students are reminded that visiting female hostels or vice versa is regarded as a serious offense.

8.17.4 No party gathering of any kind are allowed on campus unless permission has been sought from the Vice Principal

8.18 Objects from the Building

Throwing and or intentionally causing to fall from a window, rooftop or balcony any object that could cause physical harm or damage to property and people or bring defacement to the building

8.19 Polytechnic Times

Student's visitors are permitted on campus from 0900 hours to 1700 hours but are never allowed in the halls of residence. All gates close at 2200 hours during the week and at midnight on weekends. Students are reminded that anyone coming after the stipulated times will be required to leave identification particulars by the gate. No party gathering of any kind is allowed on campus unless permission has been sought from the Vice Principal.

8.20 Security

Violation of this code includes but not limited to:

8.20.1 Unauthorised entry into any room, whether locked or not

8.20.2 Propping exterior doors

8.20.3 Disengaging locking devices

8.20.4 Misplacing Polytechnic keys and later on making duplication of lost keys. Students should note that once a key is lost the matter should be reported to the Warden, Chief Warden and efforts to replace the lockset should be made.

8.20.5 Resident Students are not allowed in hostels during lecture times. Residents students are reminded not to invite non resident students in the halls of residence. The institution shall not hesitate to expel such students from the halls of residence if they are found guilty of breaching this code. Remaining in the hostels during lecture times or any gathering is serious offence

8.21 Physical Assault

Use of force on another individual and or any intentional touching or threat of such touching that results in bodily injury or that places a person in reasonable fear of imminent bodily harm.

8.22 Smoking

Smoking, including tobacco and or cigarettes is prohibited in all locations. In accordance with the Zimbabwean laws which prohibits smoking in public areas and to ensure health and safety of residents, smoking is prohibited in halls of residence apartments, lecture rooms and in private

9.0 STUDENTS ARE INFORMED THAT:

- 9.1 If a group of students form a common intention to commit certain acts and/or to assist each other in their commission and in due course one or some of the group commit a breach of these rules, then each member of the group shall be held to have committed breach of the rules. A member of such a group who foresaw that the breach could occur or in the view of the disciplinary committee would have foreseen that it would occur can avoid the breach by taking clear and unequivocal steps, before such a breach is committed, to show that he/she dissociates himself/herself from the acts of the group with whom he/she has so far been associating.
- 9.2 Where a number of students have committed breach of these rules and only one or more of these students can be identified, the Polytechnic shall not hesitate to take disciplinary action against those students who can be identified and against whom is sufficient evidence to warrant investigation.
- 9.3 Where a student commits an act, which is both an offence according to the laws of the country and one, which after investigation appears to be breach of the disciplinary rules of the Polytechnic, the Polytechnic may punish such a student notwithstanding that he/she is prosecuted and/or punished by the courts of the country.
- 9.4 They are liable either individually or collectively for the cost of recovery, repair and or replacement of the Polytechnic or property under the custody of the Polytechnic, which is either stolen within a lecture room, residential room or a hostel which are the registered occupants.

I.....having read and fully understood the above code of conduct and do hereby promise to abide by it during the whole period of study as a student of Mutare Polytechnic.

.....
NAME OF STUDENT	SIGNATURE	DATE

.....
NAME OF PARENT/GUARDIAN	SIGNATURE	DATE

.....
NAME OF HEAD OF DEPARTMENT	SIGNATURE	DATE

APPROVED

WATEMA P. (MS)
PRINCIPAL

.....
SIGNATURE	DATE

DATE STAMP