

UNIVERSITY OF MALAYA STATUTE

STATUTE XXIII(NEW SERIES)

UNIVERSITY OF MALAYA (STUDENT BODIES) STATUTE 1979

In exercise of the powers conferred by section 26 of the Constitution of the University of Malaya, the Chancellor makes the following Statute:

P.U.(A) 104/72

PART I: PRELIMINARY

- This Statute may be cited as the University of Malaya (Student Bodies Statute 1979 and shall be deemed to have come into force on the 4th June 1979.

Citation and commencement
- In this Statute unless the context otherwise requires:-

“Form” means the Form in the Schedule bearing the respective number hereto;

“Vice-Chancellor” means the Vice-Chancellor of the University of Malaya.

“Council” means the council of the University of Malaya.

“Registrar” means the Registrar of Student Bodies referred to in paragraph 16;

“Statute” includes the Constitution of a student body as set out in Form 2 and all the other Forms;

“Deputy Vice-Chancellor” means the Deputy Vice-Chancellor who is the disciplinary authority of the University under sub-section (1) of section 16B of the Universities and University Colleges Act 1971;

“University” means the University of Malaya;

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PART II: ESTABLISHMENT OF A STUDENT BODY

3. (1) Where ten or more students of the University desire to establish a student body consisting of student of the University for the promotion of a specific object or interest within the University under section 49 of the Constitution of the University they shall submit an application in form 1 to the Council through Deputy Vice-Chancellor. *Application for establishment of a student body*
- (2) The Constitution of a student body shall be in Form 2. *P.U. (A) 104/72*
4. (1) Upon receipt of an application under paragraph 3 the Deputy Vice-Chancellor shall make all enquiries as he think necessary and without prejudice to the generality of his power in this regard, he may make enquiries in relation to the following matters- *Enquiries by Deputy Vice chancellor*
- (a) whether the proposed subject or interest or a similar object or interest is being pursued by any existing student body;
 - (b) whether the proposed object or interest is sufficiently clear and specific;
 - (c) whether the proposed object or interest is to be promoted within the University;
 - (d) whether the stated object or interest is, in fact, the true object or interest;
 - (e) whether the proposed object or interest would be relevant and beneficial to the proper development of its members in relation to their academics life or to the development of a wholesome personality;
 - (f) whether the proposed student body will be in a position to operate amongst and draw membership and support from the majority of the students connected with the propose object or interest;
 - (g) whether the proposed qualifications for membership are fair reasonable, relevant to its proposed object or interest and do not exclude any category of students connected with such object or interest or include those unconnected therewith;
 - (h) whether the pursuance of activities by the proposed student body would be prejudicial to the interest of the student, or any class of student; or the University;
 - (i) whether the applicants have or are likely to have interest or affiliations prejudicial to security, good order or discipline; and

- (j) the estimated expenditure which the University would incur in the establishment and running of the proposed student body.
 - (2) The Deputy Vice-Chancellor may, if he think necessary, interview an applicant or any other student and require him to furnish such information as he thinks necessary to enable him to consider the desirability of the formation of the proposed student body and its viability.
5. (1) After the Deputy Vice Chancellor has completed his enquiries under paragraph 4 he shall submit the application to the Council together with a report on the enquiries made by him and his recommendations with regard to the establishment of the proposed student body.
- Deputy Vice Chancellor to submit application to council*
- (2) The recommendations of the Deputy Vice-Chancellor under this paragraph may include a proposal
- (a) for the establishment of a student body by the applicants with a different name from that which is proposed.
 - (b) for a modification of its proposed objective or interest or the qualification for its membership; or
 - (c) for terms and conditions subject to which approval for its establishment may be granted.
6. The Council may, before making its decision on an application submitted to it under paragraph 5, refer the application back to the Deputy Vice-Chancellor for further enquiries and report either generally or on specific matters as it thinks fit.
- Council may require futher enquiries*
7. (1) Where the Council approves the application it may specify such terms and conditions as it thinks fit.
- Approval of application and date of establishment of student body.*
- (2) In approving an application under subparagraph (1) the Council may specify that the establishment of the student body shall be only provisional and would be confirmed only upon the Deputy Vice-Chancellor reporting to the Council within such time as the Council may specify that he is satisfied that a sufficient number of students connected with the particular object or interest which the proposed student body desires to promote have become its members.
- (3) In approving the application the Council shall specify the date on which the establishment of the student body shall take effect.

8. The Council shall convey its decision to the Deputy Vice-Chancellor who shall then inform the applicants in writing. *Deputy vice chancellor to convey decision of council*
9. (1) Upon being notified of the Council's approval of the application, the Deputy Vice-chancellor shall appoint a date on which the applicants who shall be deemed to be the first members of the student body, shall meet to elect its first office-bearers, namely, its president, vice-president, secretary and treasurer, and such other office-bearers as the Vice-chancellor may authorise in writing. *Election of first office bearers of student body*
- (2) The Registrar shall be present at and supervise the meeting specified in subparagraph (1).

PART III:ADMINISTRATION

10. The Council may from time to time request the Deputy Vice-chancellor to furnish it with such information as it may require in respect of any student body. *Council may require Deputy Vice-Chancellor to furnish information*
11. The Deputy Vice-chancellor may from time to time either on his own initiative or on a request from the Council, direct a student body, any office-bearer, any member of a student body or member of any *ad hoc* committee of a student body to furnish such information as he may specify, and such student body, office-bearer or member as the case may be shall furnish the information to him within such time as the Deputy Vice-chancellor may specify or if he does not so specify as soon as practicable. *Deputy Vice-Chancellor may require information from student body*
12. The Deputy Vice-Chancellor may require any office-bearer or member of a student body or of any *ad hoc* committee thereof, or any other student to attend before him on such date and time and at such place as he may specify in order to answer enquiries in respect of the student body or any of its office-bearers or members.
13. The Deputy Vice-Chancellor may require any office-bearer or member of a student body or of any *ad hoc* committee thereof, or any other student to submit to him or to attend and produce before him any minutes book account, record, article or property maintained, used or kept by or relating to the affairs of. a student body, an Executive Council of a student body or an *ad hoc* committee of a student body and may deal with such documents article or property in such manner as he thinks fit or give such instructions or directions as he thinks necessary. *Deputy Vice Chancellor require production of minutes, etc.*

Council etc. may make requirement etc.

14. For the purpose of this Statute the Council, the Deputy Vice-Chancellor or the Registrar may from time to time make such requirements of or give such directions or instructions to a student body. its Executive Council any of its *ad hoc* committees, its office bearers or its members as they think necessary.

15. (1) Where the Council is satisfied that -

- (a) it is not in the interest of the members of a student body, the students of the University generally, any class of students of the University of the University that a student body should continue to function;
- (b) a student body has failed to obtain and hold a membership specified under the terms of approval for its establishment or a membership which, having regard to all the circumstances relating to the student body, is considered a necessary minimum membership by the Council;
- (c) a student body has not been reasonably active in promoting its object or interest;
- (d) a student body has deviated from its specified object or interest; or
- (e) a student body has:-
 - (i) contravened; or
 - (ii) been responsible for or instrumental in or in any manner assisted in the contravention of any provision of the Universities and University Colleges Act 1971, the Constitution of the University, the University of Malaya (Discipline of Students) Rules 1975 this Statute, its Constitution or any other written law whether relating to the University or otherwise.

Dissolution of student body.

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P.U.(A) 104/72
P.U. (A) 293/75*

The Council may direct that the student body be dissolved either forthwith or with effect from such date as the Council may specify and such student body shall stand dissolved accordingly.

- (2) Where the Council directs the dissolution of a student body under subparagraph (1) it may give such other consequential directions as it thinks necessary.
- (3) The provisions of subparagraphs (1) and (2) shall not be construed as derogating from the provisions of section 16 of the Universities and University Colleges Act 1971 and section 51 of the Constitution of the University.
- (4) Not less than one-third of the members of a student body may notify the Registrar in writing with a copy of such notification to the Secretary of the student body that they desire the student body to be dissolved.

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- (5) Upon receiving a notification under subparagraph (4) the Registrar may after making such enquiries as he thinks fit convene a general meeting of the student body by giving not less than ten days' notice to its members in such manner as he thinks fit to decide whether the student body shall be dissolved, and where it is decided that the student body shall be dissolved the dissolution shall take effect from such date as may be decided by the general meeting.
- (6) The Registrar shall be present at and supervise a general meeting convened by him under subparagraph (5).
- (7) Where a student body is dissolved under subparagraph (5), the Registrar shall inform the Council of the dissolution.

PART IV: REGISTRATION AND RECORDS

- | | | |
|-----|--|--|
| 16. | <ol style="list-style-type: none"> (1) There shall be a Registrar of Student Bodies who shall be a full-time officer of the University and shall have such powers and duties as are specified in this Statute or as may from time to time be directed by the Deputy Vice Chancellor or by the Council to be exercised by him. (2) The Council may if it thinks it appropriate designate the Registrar, a Deputy Registrar or an Assistant Registrar of the University to be the Registrar of Student Bodies. | <i>Appointment of registrar of student body</i> |
| 17. | The Registrar shall be responsible to the Deputy Vice-Chancellor and shall exercise his powers, perform his functions and discharge his duties under the direction and supervision of the Deputy Vice-Chancellor. | <i>Registrar responsible to Deputy Vice Chancellor</i> |
| 18. | The Registrar shall maintain a register of student bodies in Form 3. | <i>Registrar of student bodies</i> |
| 19. | Upon approval by the Council of an application for the establishment of a student body the Registrar shall issue to the student body a Certificate of Registration of the student body in Form 4. | <i>Certificate of Registration</i> |
| 20. | <ol style="list-style-type: none"> (1) Upon the dissolution of a student body the Registrar shall issue Certificate of Dissolution of the student body in Form 5. (2) Such Certificate shall be publicised in the Campus in such manner as the Registrar thinks fit. | <i>Certificate of Dissolution</i>

<i>Application for membership</i> |
| 21. | (1) Every student applying to be a member of a student body shall forward his application to the Secretary of the student body and shall at the same time forward to the Registrar a copy of his application. | |

- (2) An application under subparagraph (1) shall be in Form 6.
- (3) An application for membership of a student body shall be considered by the Executive Council of the student body, and the Secretary of the student body shall inform the student of the decision of the Executive Council in Form 7 and shall at the same time forward a copy of such decision to the Registrar.
- (4) Where there is any change in the particulars of a member of a student body such member shall notify in writing such change to the Secretary of the student body and forward at the same time a copy of such notification to the Registrar.
22. The Secretary of a student body shall notify the Registrar in Form 8 of every election, resignation, removal or disqualification of an office-bearer of a student body within one week of such election, resignation, removal or disqualification. *Secretary to notify registrar of election, etc. of office bearers*
23. An office-bearer or a member of a student body or any *ad hoc* committee or thereof may at any time resign from such office or membership by notice in writing to the Secretary of the student body and he shall at the same time forward a copy of such notice to the Registrar. *Resignation of office bearers or members*
24. (1) The Executive Council of a student body shall remove from office or membership of the student body or of any *ad hoc* committee thereof any person who ceases to be qualified to hold such office or be such member shall notify such removal to the Registrar in writing. *Removal from office or membership*
- (2) Except as provided in subparagraph (1) the student body or its Executive Council shall have no power to remove from office any student who holds any office in its Executive Council or remove from membership any student who is a member of the student body except with the approval of the Deputy Vice-Chancellor. *Disqualification from office or membership to be notified by student.*
25. Where a student ceases to be qualified to hold any office in, or member of any student body or any *ad hoc* committee thereof, he shall notify the Secretary of the student body in writing of such disqualification and forward at the same time a copy of the notification to the Registrar.
26. (1) Where a student body applies to the Vice-Chancellor for the formation of committee of the student body under section 48(6) of the Constitution of the University as applied to student bodies by section 49(2) of the said Constitution, the application shall be in Form 9 and shall be sent by the student body through the Deputy Vice-Chancellor. *Formation or registration of ad hoc committees P.U.(A) 104/72*

- (2) Before forwarding the application in subparagraph (1) to the Vice Chancellor, the Deputy Vice-Chancellor shall make such enquiries as he thinks necessary and thereafter submit the application to the Vice-Chancellor together with his recommendations.
 - (3) The decision of the Vice-chancellor on an application for the formation of an *ad hoc* committee of a student body shall be conveyed to the student body through the Deputy Vice-Chancellor and where the Vice-Chancellor approves its formation he may specify the terms and conditions subject to which the approval is granted.
 - (4) The Registrar shall maintain a register of *ad hoc* committees of student bodies in Form 10.
 - (5) The provisions of paragraph 22 and Form 8 shall apply *mutatis mutandis* to an office-bearer or a member of an *ad hoc* committee of a student body. *Registrar to maintain record of particulars, etc.*
27. The Registrar shall maintain a record of all particulars and matters notified to him under this Statute.

PART V: TRANSITIONAL PROVISIONS

28. (1) Every student body constituted under section 49(1) of the Constitution of the University and in existence immediately before the commencement of this Statute shall within one month of the commencement of this Statute submit to the Registrar-
- (a) a list of all its members with the particulars of each member as specified in paragraph 3 of Form 6. and a membership number assigned to each member in a consecutive serial;
 - (b) a list of all its office-bearers with the particulars of each office-bearer as specified in Form 8; and
 - (c) a list of all its *ad hoc* committees, if any, with particulars of each member as specified in paragraph 2 of Form 9.
- (2) Upon receiving the particulars under subparagraph (1) the Registrar shall issue to the student body a Certificate of Registration in Form 11.
- (3) The Deputy Vice-Chancellor may in special circumstances extend the period of one month provided under subparagraph (1).
29. The constitution of a student body registered under paragraph **28** shall be deemed to be modified and amended to accord with and include the provisions of the Constitution of a student body as set out in Form 2.
30. (1) The provisions of this Statute shall apply to a student body registered under paragraph 28 in the same manner that they apply to a student body established and registered after the commencement of this Statute *Statute to apply existing student bodies*

- (2) For the purpose of this Statute the anniversary date of the establishment of a student body registered under paragraph 28 shall be deemed to be the date of such registration.
 - (3) Any difficulty of a transitional nature which may arise in consequence of this Statute either generally or in any particular case or class of cases shall be dealt with and resolved by the Council in such manner as it thinks fit.
31. (1) The Council may require the object or interest or the membership qualifications of a student body registered under paragraph 28 to be modified in such manner as the Council considers appropriate.
- Modification of object, etc and amalgamation of existing student bodies*
- (2) Where the objects or interests of two or more such student bodies are similar the Council may require such bodies to amalgamate into a single student body.
 - (3) Where the Council makes a requirement under subparagraph (1) or (2) it may give such directions as it thinks necessary.

PART VI: GENERAL

32. The Deputy Vice-Chancellor may exercise any of the powers, perform any of the functions or discharge any of the duties of the Registrar under this Statute.
- Deputy Vice Chancellor may exercise power, etc, of Registrar*
33. Where the Registrar is required under this Statute to attend or supervise any meeting of a student body or of the Executive Council or an *ad hoc* committee of a student body, he may authorise any other member of the staff of the University who is under his administrative control to attend or supervise the meeting on his behalf.
- Registrar may authorised staff, member to attend or supervisor meeting*
34. Where a student body, its Executive Council, any of its *ad hoc* committees or any of its office-bearers or members fails to comply with any requirement, direction or instruction of the Council, the Deputy Vice-Chancellor or the Registrar under this Statute, the Depute Vice-Chancellor may submit a report on such failure to the Council with such recommendations as he thinks fit and the Council may after consideration of the report and the dissolve the student body under paragraph 15 or direct that a particular student cease to be a member or office-bearer of the student body or it may give such other or further directions as it considers appropriate in the circumstances of the case.
- Dissolution of student body by council for failure to comply with requirement, etc*

SCHEDULE
UNIVERSITY OF MALAYA
UNIVERSITY OF MALAYA (STUDENT BODIES) STATUTE 1979
(Paragraph 3)

FORM 1

Application for Establishment of a Student Body

To : The Chairman,
Council of the University of Malaya.

Through : The Deputy Vice-Chancellor (Student Affairs),
University of Malaya.

We, the undernamed students of the University of Malaya, apply for the formation of a student body under section 49 of the Constitution of the University of Malaya. Particulars in respect of ourselves and the proposed student body are set out below:

1. Particulars of applicants and their signatures:

Name Ethnic Group Registration No. Sex Faculty Year Signature

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.
- 11.
- 12.
- 13.
- 14.
- 15.

II. Name of the proposed student body:

III. Object or interest of the proposed student body:

IV. Qualifications for membership of the proposed student body:

V. Approximate number of students who would be eligible to become members:

VI. Approximate number of students expected to apply for membership:

VI I. The Constitution of the proposed student body is appended hereto.

VIII Address for official correspondence:

Date:

UNIVERSITY OF MALAYA
UNIVERSITY OF MALAYA (STUDENT BODIES) STATUTE 1979
(Paragraph 3(2))

FORM 2

Constitution of _____

1. Name of the student body: _____

Name

2. Object or interest of the student body: _____

Object or interest

3. Qualifications for membership of the student body

*Qualifications for
membership*

4 (1) The student body shall hold a general, meeting annually before the anniversary of its establishment but not more than one month before such date, for the date election of office-bearers for the forth coming year.

*Annual general
meeting*

(2) The Executive Council shall give not less than ten days' notice of such general meeting to the members of the student body and to the Registrar of Student Bodies;

(3) The Registrar of student Bodies may be present at such meeting, he may supervise, it or give such directions with regard to it as he deems fit.

(4) A copy of the minutes of such meeting shall be sent by the Secretary to the Registrar of Student Bodies.

5. (1) Not less than one-half of the members of a student body may require the Secretary to convene a general meeting of the student body for purpose which shall specified in the requisition, and the Secretary may with the prior approval of the Registrar of Student Bodies, convene such meeting.

*Others general
meeting*

(2) The Registrar of student Bodies in giving his aproval under subparagraph (1) may specify such terms and conditions as he deems fit.

(3) The Registrar of Student Bodies may be present at such meeting, and he may supervise it or give such directions with regard to it as he deems fit.

- (4) A copy of the minutes of such meeting shall be sent by the Secretary to the Registrar of Student Bodies.
6. The student body shall at its annual general meeting elect from amongst its members a President, a Vice-President, a Secretary and a Treasurer who shall be its only office-bearers, unless otherwise authorised in writing by the Vice-Chancellor and the office-bearers so authorised by the Vice-Chancellor shall be elected by the student body from the members of the student body. *Election of office bearears*
7. The office-bearers of the student body shall be elected for one year, and any casual vacancy occurring during the term of an office-bearer shall be filled by nomination by the Executive Council for the remainder of the vacating office bearer. *Term of office of office bearears*
8. (1) The office-bearers of the student body elected under paragraph 4 shall constitute the Executive Council of the student body and the Executive Council shall be responsible for the management and conduct of the affairs of the student body including the consideration of applications for membership of the student body. *Executives council, its meeting and standing orders*
- (2) The Executive Council shall hold meetings from time to time as it may deem necessary and it shall be the duty of the Secretary to keep minutes of every such meeting, and such minutes shall be confirmed at a subsequent meeting.
- (3) The Secretary shall notify the Registrar of Student Bodies of every such meeting not less than forty-eight hours before the meeting, and forward to him at the same time a copy of the agenda for the meeting.
- (4) The Registrar of Student Bodies may be present at any meeting of the Executive Council and may require a copy of the minutes of any meeting of the Executive Council to be submitted to him, where upon the same shall be promptly submitted to him by the Secretary.
- (5) The Executive Council of the student body may from time to time make standing orders to regulate the conduct of its meetings, provided that such standing orders shall not be inconsistent with the University of Malaya (Student Bodies) Statute 1979, the provisions of any other written law relating to the University or to Universities and University Colleges generally, any legitimate instruction, direction or requirement given or made by the Council or by any other authority of the University or by any officer or employee of the University authorised to give or make such instruction, direction or requirement. A copy of such standing orders, and any amendments thereof, shall be sent by the Secretary to the Registrar of Student Bodies immediately upon the making thereof. *P.U. (A) 329/79*

9. (1) The student body may form, from time to time, with the prior approval in writing of the Vice-Chancellor, ad hoc committees from amongst its members for specific purposes or objects.
- (2) An ad hoc committee constituted under subparagraph (1) shall hold meetings from time to time as may be necessary to carry out the purpose for which it is established and the minutes of such meetings shall be kept by one of its members.
- (3) The ad hoc committee shall notify the Registrar of Student Bodies of every such meeting not less than forty-eight hours before the meeting, and shall at the same time forward to him a copy of the agenda for such meeting.
- (4) The Registrar of Student Bodies may be present at any meeting of an ad hoc committee, and may require a copy of the minutes of any meeting of an ad hoc committee to be submitted to him, whereupon the same shall be promptly submitted to him by the ad hoc committee. *ad hoc committee and its meeting*
10. The decision of a general meeting of the student body or of its Executive Council, or of any ad hoc committee of the student body shall be taken by a majority vote with not less than two-thirds of the members being present and voting. *Decision by majority with a courum of not less than two thirds*
11. (1) The Executive Council of the student body shall maintain a register of the Members of the student body in such form as the Registrar of Student Bodies may direct, and shall produce such register for the inspection of the said Registrar whenever required by him. *Registrar of member*
- (2) The members of the student body shall each be allocated a membership number in a consecutive serial.
12. The student body or its Executive Council or any ad hoc committee of the student body shall not maintain any fund or make any collection of any money or property from any source whatsoever, but such reasonable expenses as the student body may be authorised in advance in writing by the Vice-Chancellor to incur may be paid by the University where reasonable written claims supported by receipts and vouchers are submitted by the student body to the Vice-Chancellor and are approved by the Vice-Chancellor. *Student body or its executive council or ad-hoc committee not to maintain fund or make collection*
13. The Treasurer shall keep proper accounts of the student body and not later than three months after the end of every financial year, being a financial year as specified by the Vice-Chancellor, a copy of the said accounts which shall be audited by person appointed by the Council shall be submitted by the student body for the Council's approval. *Duties of treasurer*

14. No student against whom disciplinary proceedings are pending, or who has been found guilty of a disciplinary offence, shall be elected or remain a member or an office-bearer of the student body or of any ad hoc committee thereof unless authorised in writing by the Vice-chancellor. *Disqualification or resulting from disciplinary proceedings*
15. A student who has not yet appeared for his first examination in the University for his course of studies, or who has failed, or did not appear for, the last examination held by the University for his course of studies immediately prior to any proposed election or elections by the student body, or to or by its Executive Council, or to or by any ad hoc committee of the student body, shall be disqualified from being elected at such election or elections. *Disqualification from resulting from non appearance for a failure at examinations*
16. (1) The student body or the Executive Council or any ad hoc committee of the student body shall not have any patron or advisor and shall not call upon or allow any person other than a member to be in any manner associated with its management, activities or functions. *Student body not to have non-member associated with its management or activities*
- (2) Subparagraph (1) shall not apply where an officer or a member of the staff or an employee of the University deals, or is associated in any manner whatsoever, with the student body or with any member or office-bearer of the student body or any ad hoc committee thereof in the course of his duties as such, whether such duties be under this Statute or otherwise.
17. The student body shall duly observe and comply with the provisions of the Universities and University Colleges Act 1971, the Constitution of the University of Malaya, the University of Malaya (Discipline of Students) Rules 1975, The University of Malaya (Student Bodies) Statute 1979, and all legitimate provisions instructions, directions or requirements given or made by the Council by any other authority of the University, or by any officer or employee of the University authorised to give or make such instructions, directions or requirements. *Student body to observe and carry out provisions of law relating to University, etc.*
- act 30
PU(A) 104/72
PU(A) 293/75*

UNIVERSITY OF MALAYA
UNIVERSITY OF MALAYA (STUDENT BODIES) STATUTE 1979
(Paragraph 19)
FORM 4

Certificate of Registration of a Student Body

It is certified that the Council of the University of Malaya has on theday of 19..... approved the establishment of theunder section 49(1) of the Constitution of the University of Malaya and paragraph 7 of the University of Malaya Student Bodies) Statute 1979 with effect from the day of 19.... subject to the following terms and conditions:

Certificate of Registration Number:

Date:.....

.....
Deputy Vice-Chancellor
(Student Affairs)

UNIVERSITY OF MALAYA
UNIVERSITY OF MALAYA (STUDENT BODIES) STATUTE
(Paragraph 20(1))

FORM 5

Certificate of Dissolution of a Student Body

*It is certified that the Council of the University of Malaya on the
.....day of
19..... dissolved the with effect
from theday of 19

*It is certified that

.....
..... has
at its general meeting held on theday of
.....19 dissolved itself under paragraph 15(5) of the
University of Malaya (Student Bodies) Statute 1979.

Date.....

.....
Deputy Vice Chancellor
(Student Affairs)

UNIVERSITY OF MALAYA
UNIVERSITY OF MALAYA (STUDENT BODIES) STATUTE 1979
(Paragraph 21 (2))

FORM 6

Application for membership of a Student Body

To : The Secretary,
.....
University of Malaya.

1. I,.....apply to be a member of

2. I satisfy the requirements for membership of the said student body, and I set out below the manner in which I satisfy the said requirements:

.....
.....
.....

3. My personal particulars are as follows:

- (a) Name of Applicant :
- (b) Ethnic Group :
- (c) Sex :
- (d) I.C. Number :
- (e) Registration Number :
- (f) Faculty :
- (g) Year :
- (h) Term Address :
- (i) Home Address :

4. I undertake to notify the Secretary of the said student body in writing of any change in my personal particulars as set out above in paragraph 3 as soon as it occurs, and forward at the same time a copy of such notification to the Registrar of Student Bodies.

5. I also undertake to forthwith notify the Secretary of the said student body in writing if any time in the future I fail to fulfil the requirements for its membership or become otherwise disqualified for its memberships, and forward at the same time a copy of such notification to the Registrar of Student Bodies.

Date:

.....
(Signature of Applicant)

Copy to: The Registrar of Student Bodies
University of Malaya.

UNIVERSITY OF MALAYA
UNIVERSITY OF MALAYA (STUDENT BODIES) STATUTE 1979
(Paragraph 21(3))

FORM 7

Decision on Application for Membership of a Student Body

To :

.....

1. You are informed that your application for membership of.....

.....
has been approved with effect from _____ by the Executive Council of the said student body.

2. Your membership number is

Date:

.....

Secretary

.....

(name and student)

Copy to : The Registrar of Student Bodies,
University of Malaya.

UNIVERSITY OF MALAYA
UNIVERSITY OF MALAYA (STUDENT BODIES) STATUTE 1979
(Paragraph 22)

FORM 8

Notification regarding Office-Bearers of a Student Body

To : The Registrar of Student Bodies,
University of Malaya.

I notify that the student whose particulars are set out below has been
elected asthe with effect from the
resigned/been removed/been disqualified from being

.....day of
(state office)

.....19.....

- a) Name :
- (b) Ethnic Group :
- (c) Sex :
- (d) I.C. Number :
- (e) Registration Number :
- (f) Faculty :
- (g) Year :
- (h) Term Address :
- (i) Home Address :
- (j) Membership Number :

Date:

.....
Secretary

.....
(Name of student body)

UNIVERSITY OF MALAYA
UNIVERSITY OF MALAYA (STUDENTS, STATUTE 1979
(Paragraph 26)

FORM 9
Application for the formation of an Ad Hoc Committee of a Student Body

To : The Vice-Chancellor,
University of Malaya.
Through : The Deputy Vice-Chancellor (Student Affairs)
University of Malaya.

1. The
.....
(Name of student body)

The Executive Council of the
.....
(name of student body)

has decided at its general meeting
had decided at its meeting
held on the..... day of19..... to apply under section
48(6) of the Constitution of the University of Malaya for the information of an ad
hoc committee of the said student body.

2. The proposed ad hoc committee shall be
called..... and shall have
the following students as (name of the committee) its members:

Name	Ethnic	Group	Sex	Faculty	Year	Membership No.
------	--------	-------	-----	---------	------	----------------

The Chairman of the said ad hoc committee shall be
.....
(name)

3. The object/purpose of the proposed ad hoc committee is as follows:
.....

4. The purpose ad hoc committee is expected to complete its object/
purpose within
(state period)

Date:.....
.....
Secretary

.....
(name of student body)

UNIVERSITY OF MALAYA
UNIVERSITY OF MALAYA (STUDENT BODIES) STATUTE 1979
(Paragraph 28(2))

FORM 11

Certificate of Registration

It is certified that
(name of student body)
which was established under section 49(1) of the Constitution of the
University of Malaya before the commencement of the University of
Malaya (Student Bodies) Statute 1979 is registered as a student body under
the said Statute.

Certificate of Registration Number :

Date:

.....
Deputy Vice-Chancellor
(Student Affairs)

PROVISION FROM THE UNIVERSITIES AND UNIVERSITY COLLEGES ACT 1971

Student or students' organization, body or group associating with societies, etc.

15. (1) A student of the University may become a member of any society, organization, body or group of persons, whether or not it is established under any written law, whether it is in or outside the University, and whether it is in or outside Malaysia, other than—
- (a) any political party, whether in or outside Malaysia;
 - (b) any unlawful organization, body or group of persons, whether in or outside Malaysia; or
 - (c) any organization, body or group of persons which the Minister, after consultation with the Board, has specified in writing to the Vice-Chancellor to be unsuitable to the interests and well-being of the students or the University.
- (2) An organization, body or group of students of the University which is established by, under or in accordance with the Constitution may have any affiliation, association or other dealing with any society, organization, body or group of persons, whether or not it is established under any written law, whether it is in or outside the University, and whether it is in or outside Malaysia, other than—
- (a) any political party, whether in or outside Malaysia;
 - (b) any unlawful organization, body or group of persons, whether in or outside Malaysia; or
 - (c) any organization, body or group of persons which the Minister, after consultation with the Board, has specified in writing to the Vice-Chancellor to be unsuitable to the interests and well-being of the students or the University.
- (3) It shall be the responsibility of the Vice-Chancellor to communicate to the students of the University, and the organizations, body or group of students of the University, the names of the organization, body or group of persons specified by the Minister under paragraphs (1)(c) and (2) (c) to be unsuitable to the interests and well-being of the students or the University.
- (4) The Vice-Chancellor may, on the application of a student of the University, exempt the student from the provisions of paragraph (1)(a), subject to such terms and conditions as he thinks fit.
- (5) No student of the University and no organization, body or group of students of the University which is established by, under or in accordance with the Constitution, shall express or do anything which may reasonably be construed as expressing support for or sympathy with or opposition to—

- (a) any political party, whether in or outside Malaysia;
 - (b) any unlawful organization, body or group of persons, whether in or outside Malaysia; or
 - (c) any organization, body or group of persons specified by the Minister under paragraphs (1)(c) and (2)(c) to be unsuitable to the interests and well-being of the students or the University.
- (6) Notwithstanding subsection (5), a student of the University shall not be prevented from—
- (a) making a statement on an academic matter which relates to a subject on which he is engaged in study or research; or
 - (b) expressing himself on the subject referred to in paragraph (a) at a seminar, symposium or similar occasion that is not organized or sponsored by any political party, whether in or outside Malaysia, any unlawful organization, body or group of persons whether in or outside or Malaysia, or any organization, body or group of persons specified by the Minister under paragraphs (1)(c) and (2)(c) to be unsuitable to the interests and well-being of the students or the University.
- (7) Any student of the University who breaches subsection (1) or (5) shall be liable to disciplinary action.
- (8) Any organization, body or group of students of the University which breaches subsection (2) or (5) shall be dealt with in accordance with section 16.

Prohibition on collection of money by a student or by an organization, body or group of students

- 15A.(1) No student of the University, or any organization, body or group of students of the University, shall, in or outside the Campus, or in or outside Malaysia, collect or attempt to collect, or promote or attempt to promote any collection of, or make any appeal orally or in writing or otherwise or attempt to make any such appeal for, any money or other property from any person, not being money or property due or about to fall due under or by virtue of any written law, contract or other legal obligation.
- (2) Any person who breaches subsection (1) shall be liable to disciplinary action.
- (3) The Vice-Chancellor may, in any particular case, grant exemption to any person from the application of subsection (1), subject to such terms and conditions as he thinks fit.
- (4) (*Deleted by Act A1342*)
- (5) The provisions of this section shall be in addition to and not in derogation from the provisions of any written law relating to house to house and street collections, public collections, or collection of money or sale of badges.

Liability of students or students' organization, body or group

15B. Where a registrable offence has been committed under any written law and such offence has been committed or purports to have been committed in the name or on behalf of any organization, body or group of students of the University which is established by, under or in accordance with the Constitution, every person convicted of such offence shall be liable to disciplinary action and such organization, body or group of students shall be dealt with in accordance with section 16.

15C. (*Deleted by Act A1342*)

Suspension of student charged with registrable offence and matters relating to detention, etc.

- 15D.** (1) Where a student of the University is charged with a registrable offence—
- (a) he may, in the discretion of the Vice-Chancellor, be suspended from being a student; and
 - (b) if so suspended, he shall not during the pendency of the criminal proceedings, remain in or enter the Campus.
- (2) Where a student of the University charged with a registrable offence under subsection (1) is convicted of that offence, the student shall be liable to disciplinary action.
- (3) Where a student of the University is detained or is subjected to any order imposing restrictions on him under any written law relating to preventive detention or internal security, the student shall be liable to disciplinary action.
- (4) A student of the University who is detained or is subjected to any order imposing restrictions on him under any written law relating to preventive detention or internal security, or is imprisoned or detained for whatever reason, may, with the consent of the Senate, be permitted to sit for the examination of the University subject to such order made or approval given by the Minister responsible for internal security or any other competent authority, as the case may require.
- (5) A student of the University who is suspended from being a student of the University under subsection (1) may, while he is so suspended, be admitted as a student of any University established under this Act with the written approval of the Minister, and if the Minister grants such approval, the Minister may impose such terms and conditions as he thinks fit.
- (6) A student of the University who ceases to be a student under this Act may be admitted as a student of that or any other University established under this Act with the written approval of the Minister, and if the Minister grants such approval, the Minister may impose such terms and conditions as he thinks fit.

- (7) If the determination of any application, appeal or other proceedings by the court in respect of any criminal proceedings against a student of the University for a registrable offence, results in his discharge or acquittal, the student, if suspended from the University or has served any period of imprisonment, as the case may be, shall be allowed to resume his studies at the University and the period of suspension or imprisonment, as the case may be, shall not be taken into consideration in calculating the maximum duration permitted to complete the course of study and in the computation of his results.
- (8) If the determination of any application, petition, appeal or other proceedings by the court or any competent authority in respect of the detention order against or order imposing restrictions on a student of the University under any written law relating to preventive detention or internal security, results in his release or the restrictions imposed on him being revoked, the student shall be allowed to resume his studies at the University and the period of detention and restriction he was subjected to shall not be taken into consideration in calculating the maximum duration permitted to complete the course of study and in the computation of his results.

Power of Vice-Chancellor to suspend or dissolve any organization, body or group of students

16. (1) If any organization, body or group of students of the University conducts itself in a manner which the Vice-Chancellor considers detrimental or prejudicial to the interests or well-being of the University, or to the interests or well-being of any of the students or employee of the University, or to public order, safety or security, or if any such organization, body or group violates any provision of any written law, the Vice-Chancellor may, after giving the organization, body or group of students of the University an opportunity to make a written representation, suspend or dissolve such organization, body or group.
- (2) Any organization, body or group of students of the University aggrieved by the suspension or dissolution made under subsection (1) may, within fourteen days from the date of receipt of the notice of the suspension or dissolution, appeal in writing to the Minister.

16A. *(Deleted by Act A1342)*

Disciplinary authority in respect of students of the University

- 16B.(1) The disciplinary authority of the University in respect of every student of the University shall be the Vice-Chancellor.
- (2) The Vice-Chancellor who is the disciplinary authority under subsection (1), shall have the power to take such disciplinary action and impose such disciplinary punishment as may be provided for under any disciplinary rules that may be made by the Board under section 16C.
- (3) The Vice-Chancellor may delegate his disciplinary functions, powers or duties to any of the Deputy Vice-Chancellors, employee of the University, or committee of employees of the University, in respect of any particular student or any class or category of the students of the University.

- (3A) The Vice-Chancellor, or Deputy Vice-Chancellor, employee or committee of employees delegated with the functions, powers or duties under subsection (3), shall inform the student in writing of the grounds on which it is proposed to take action against him and shall afford him a reasonable opportunity of being heard.
- (3B) A student of the University shall have the right to be represented by an employee or another student of the University in any disciplinary proceedings taken against him.
- (3C) A student of the University shall be allowed to make a written or an oral representation in any disciplinary proceedings taken against him.
- (3D) The decision of the Vice-Chancellor, Deputy Vice-Chancellor, employee or committee of employee, as the case may be, in any disciplinary proceedings taken against a student of the University shall be communicated in writing to the student within fourteen days from the date of the decision.
- (4) Any student of the University who is dissatisfied with the decision of the Vice-Chancellor, Deputy Vice-Chancellor, employee or committee of employees, as the case may be, under subsection (3D) may, within fourteen days from the date of receipt of the decision, submit an appeal in writing to the Student Disciplinary Appeal Committee established by the Board under subsection (5).
- (5) The Board shall establish a Student Disciplinary Appeal Committee to hear and determine any appeal submitted by a student under subsection (4).
- (6) The Student Disciplinary Appeal Committee shall comprise three members to be appointed by the Board, two of whom shall be from amongst its members and one other person from within the University.
- (7) The Board shall appoint any of its members referred to in subsection (5) to be the chairman of the Student Disciplinary Appeal Committee.
- (8) No person who had exercised the powers under subsection (2) or (3) shall be a member of the Student Disciplinary Appeal Committee.
- (9) A student of the University who has submitted an appeal under subsection (4) shall have the right to be represented by an employee or another student of the University in any proceedings before the Student Disciplinary Appeal Committee.
- (10) A student of the University who has submitted an appeal under subsection (4) shall be allowed to make a written representation in any proceedings before the Student Disciplinary Appeal Committee.
- (11) The Student Disciplinary Appeal Committee hearing an appeal under subsection (5) shall decide on the appeal within thirty days from the date of receipt of the appeal.
- (12) The decision of the Student Disciplinary Appeal Committee on an appeal shall be communicated in writing to the student within fourteen days from the date of its decision.

Disciplinary rules

- 16C.**(1) The Board shall have the power to make such disciplinary rules as it deems necessary or expedient to provide for the discipline of the students of the University; the disciplinary rules made under this subsection shall be published in the *Gazette*.
- (2) The disciplinary rules made under this section may include provisions for the suspension of a student of the University during the pendency of disciplinary proceedings.
- (3) The disciplinary rules made under this section shall create such disciplinary offences and provide for such disciplinary punishments as the Board may deem appropriate, and the punishments so provided may extend to expulsion of the student from the University.
- (4) The disciplinary rules made under this section shall prescribe the procedures for disciplinary proceedings and disciplinary appeal proceedings.
- (5) The particularity of the matters referred to in subsections (2), (3) and (4) shall be without prejudice to the generality of the powers of the Board under subsection (1).

16D.*(Deleted by Act A1342)*

UNIVERSITIES AND UNIVERSITY COLLEGES ACT 1971

UNIVERSITY OF MALAYA (DISCIPLINE OF STUDENTS) RULES 1999

IN exercise of the powers conferred by section 16c of the Universities and University Colleges Act 1971[Act 30], the Board of Directors of the University of Malaya makes the following rules:

PART I : PRELIMINARY

Citation

1. These rules may be cited as the **University of Malaya (Discipline of Students) Rules 1999**.

Interpretation

2. In these Rules, unless the context otherwise requires—
“authorized person” means any person or body of persons duly authorized to act on behalf of the University;

“Campus” means the Campus of the University of Malaya including all the hostels, institutions and buildings of the University;

“cheating” includes copying;

“disciplinary authority” means the Vice-Chancellor or, where applicable, any Deputy Vice-Chancellor, any member of the staff, any officer or any employee of the University, or any board of members of the staff, officers or employees of the University, delegated by the Vice-chancellor with disciplinary functions, powers or duties under subsection 16e(3) of the Act;

“disciplinary offence” means an offence under these Rules;

“disciplinary proceeding” means a disciplinary proceeding under these Rules;

“disciplinary room” means a room allocated for the purpose of the conduct of disciplinary proceeding generally or for the purpose of a particular disciplinary proceeding;

“drug” means any drug or substance which is for the time being comprised in the First Schedule to the Dangerous Drugs Act 1952[Acr 234];

“examinations” include any manner or method of assessment which results in a mark or a grade for a specific course or part thereof;

“gaming” means the playing of any game of chance, or of mixed chance and skill, for money or money’s worth, and includes any wagering, any betting or any lottery;

“hostel” means any accommodation, by whatever name called, provided by the University for the residence of students;

“liquor” means any liquor of any alcoholic strength;

“motor vehicle” means every description of vehicle propelled by means of mechanism contained within itself and constructed or adapted so as to be capable of being used on roads, and includes any vehicle drawn by a motor vehicle whether or not part of the vehicle so drawn is superimposed on the drawing motor vehicle;

“parking” means the bringing of a vehicle to a stationary position and causing it to wait for any purpose other than that of immediately taking up or setting down persons, goods or luggages;

“Pengetua” means the principal officer in charge of a hostel;

“poison” means any substance specified by name in the first column of the Poisons List to the Poisons Act 1952[Act 366] and includes any preparation, solution, compound, mixture or natural substance containing such substance;

“resident student” means a student residing in a hostel;

“scholarship student” includes any student who is studying on a scholarship, bursary loan, sponsorship, leave with pay or without pay, or on a grant or any other facility, from any Government, institution, statutory authority, commercial or business organization, or other body;

“staff means any employee of the University;

“student” includes any postgraduate student, part-time student, student under the distance learning or off-campus programme, diploma student, matriculation student, non-graduating student of the University and those doing full-time or part-time courses at the University;

“traffic direction” means any order, direction or instruction given by an authorized person to any person using a road or a vehicle within the Campus;

“traffic sign” includes a signal, warning sign post, direction post, sign, mark or device erected or provided on or near a road for the information, guidance or direction of persons using the road;

“vehicle” means a structure capable of moving or being moved or used for the conveyance of any person or thing and which maintains contact with the ground when in motion;

“Vice-Chancellor” means the Vice-Chancellor of the University, and includes any person or body of persons who is or are authorised by the Vice-Chancellor to act on his behalf.

PART II
GENERAL DISCIPLINE

General Prohibitions

3. A student shall not:-

- (a) Conduct himself, whether within the Campus or outside the Campus, in any manner which is detrimental or prejudicial—
 - (i) to the interests, well-being or good name of the University, any of the students, staff, officers, or employees of the University; or
 - (ii) to public order, safety or security, morality, decency or discipline;
- (b) Violate any provision of any written law, whether within the Campus or outside the Campus;
- (c) Disrupt or in any manner interfere with, or cause to be disrupted or in any manner interfered with, any teaching, study, research, administrative work, or any activity carried out by or under the direction of or with the permission of the University;
- (d) Prevent, obstruct, or interfere with, or cause to be prevented, obstruct or interfered with, any officer or employee of the University or any person acting under the direction or permission of such officer or employee, from carrying out his work, duty or function;
- (e) Prevent or obstruct, or cause to be prevented or obstructed, any student from attending any lecture, tutorial or class, or from engaging in any legitimate activity;
- (f) Organize, incite or participate in the boycott of any examination, lecture, tutorial, class or other legitimate activity carried out by or under the direction, or with the permission, of the University;
- (g) Damage, tamper, interfere with, move, or in any manner deal with, any substance, object, article or property in the University;
- (h) Do any act or cause any act to be done in the Campus, so as to cause or be likely to cause any obstruction, inconvenience, annoyance, loss or damage to any person in the University;
- (i) Contravene any instruction or requirement of the University Librarian, a member of the library staff or other library employee in respect of the use of the library, its books and other facilities in the library;
- (j) Contravene any instruction or requirement of an authorized person in respect of the use of any laboratory, laboratory equipment, apparatus or substance, and other facilities in the laboratory.

Attendance At Lectures

4. (1) Where a student is required to attend any lecture, tutorial, class or other instruction relating to his course of study, he shall not absent himself there from without the prior permission of the Dean of the Faculty, or the Head of the School, Centre, Academy or Institute, as the case may be.
- (2) Where the circumstances do not permit such prior permission to be obtained, the student shall, as soon as possible thereafter, satisfy the Dean or the Head, as the case may be, with regard to his absence and obtain approval in respect thereof.

Restriction on use of text of lecture

5. (1) Subject to subrule (2), a student shall not make use of the text of any lecture or instruction imparted to him in the University except for the purpose of pursuing his course of study; in particular, he shall not reproduce in any manner the whole or any part of such text for the purpose of publication, distribution or circulation, whether for payment or not.
- (2) Nothing in this rule shall be deemed to restrict the discretion of the Vice-Chancellor to issue guidelines allowing a student, or an organization, body or group of students, to make copies of the text of any such lecture or instruction under the control and direction of the Vice-chancellor, or the Dean of the Faculty, or the Head of the School, Centre, Academy or Institute, as the Vice-chancellor may authorize, and the Vice-chancellor may impose in the guidelines such terms and conditions as he deems necessary or expedient in respect of the reproduction of the text of any lecture or instruction.

Prohibition against plagiarism

6. (1) A student shall not plagiarize any idea/writing, data or invention belonging to another person.
- (2) For the purposes of this rule, plagiarism includes—
 - (a) the act of taking an idea, writing, data or invention of another person. and claiming that the idea, writing, data or invention is the result of one's own findings or creation; or
 - (b) an attempt to make out or the act of making out, in such a way, that one is the original source or the creator of an idea, writing, data or invention which has actually been taken from some other source.
- (3) Without prejudice to the generality of subrule (2) a student plagiarizes when he
 - (a) publishes, with himself as the author, an abstract, article, scientific or academic paper, or book which is wholly or partly written by some other person;
 - (b) incorporates himself or allows himself to be incorporated as a coauthor of an abstract, article, scientific or academic paper, or book, when he has not at all made any written contribution to the abstract, article, scientific or academic paper or book;

- (c) forces another person to include his name in the list of co-researchers for a particular research project or in the list of co-authors for a publication when he has not made any contribution which may Qualify him as a co-researcher or co-author;
- (d) extracts academic data which are the results of research undertaken by some other person, such as laboratory findings or field work findings or data obtained through library research, whether published or unpublished, and incorporate those data as part of his academic research without giving due acknowledgement to the actual source;
- (e) uses research data obtained through collaborative work with some other person, whether or not that other person is a staff member or a student of the University, as part of another distinct personal academic research of his, or for a publication in his own name as sole author without obtaining the consent of his co-researchers prior to embarking on his personal research or prior to publishing the data;
- (f) transcribes the ideas or creations of others kept in whatever form whether written, printed or available in electronic form, or in slide form, or in whatever form of teaching or research apparatus or in any other form, and claims whether directly or indirectly that he is the creator of that idea or creation;
- (g) translates the writing or creation of another person from one language to another whether or not wholly or partly, and subsequently presents the translation in whatever form or manner as his own writing or creation; or
- (h) extracts ideas from another person's writing or creation and makes certain modifications without due reference to the original source and rearranges them in such a way that it appears as if he is the creator of those ideas.

Appearance for examinations

7. (1) Where a student's course of study entails his appearance for an examination and he is not otherwise debarred from such examination, he shall not fail to appear for the examination without the prior permission of the Dean of the Faculty, or the Head of the School, Centre, Academy or Institute, as the case may be.
- (2) Where the circumstances do not permit such prior permission to be obtained the student shall, as soon as possible thereafter, satisfy the Dean or the Head, as the case may be, with regard to his absence and obtain approval in respect thereof.

Conduct during examination

8. No student shall:-
 - (a) take any book, paper, document, picture or other things, except those authorized by the examiner, into or out of an examination room or receive any book, paper, document, picture or other things from any other person while in the examination room, except that a student may, while he is in the examination room, receive from the invigilator such books, papers, documents, pictures or other things which have been recommended by the examiner or Board of Examiners, and authorized by the Vice-Chancellor;

- (b) write, or have it-written by another person, any information or diagram which may be relevant to the examination he is sitting for, on his hand or on any other part of his anatomy, or on his apparel or clothing;
- (c) communicate with any other student during an examination by whatever means; or
- (d) cheat or attempt to cheat or conduct himself in a manner which can be construed as cheating or attempting to cheat in an examination, while the examination is being conducted.

Organizing assemblies

- 9. (1) No student, organization, body or group of students shall, without the prior permission of the Vice-Chancellor hold, organized, convened or called, or be, in any manner, involved in-holding, organizing, convening or calling, or in causing to be held. organized, convened or called, or be, in any manner, involved in doing any act towards holding, organizing, convening or calling, any assembly of more than five persons in any part of the Campus or on any land or in any building belonging to or under the possession or control of the University or used for the purposes of the University.
- (2) In granting the permission referred to in sub rule (1), the Vice-chancellor may impose such restrictions, terms or conditions as he may deem necessary or expedient.
- (3) No student shall attend or participate in an assembly held in contravention of sub rule (1) or (2).

Loudspeakers

- 10. (1) No student, organisation, body or group of students shall own, or use, or have in his or its possession, custody or control, for public address purposes, any loudspeaker, loudhailer, amplifier, or other similar appliance without the prior approval of the Vice-chancellor.
- (2) In granting the approval in sub rule (1), the Vice-chancellor may impose such restrictions, terms or conditions as he may deem necessary or expedient.

Banners

- 11. No student, organisation, body or group of students, shall—
 - (a) make or cause to be made or do any act towards making or causing to be made;
 - (b) fly, exhibit, display or in any manner make use of, or cause to be flown, exhibited, displayed or in any manner made use of; or
 - (c) own or have in his or its possession, custody or control, any Hag, banner, placard, poster, emblem or other device which is conducive to the promotion of indiscipline, disorder, disobedience or contravention of these Rules.

Publication, etc., of documents

- 12. (1) No student, organisation, body or group of students, without the prior permission of the Vice-Chancellor, shall publish, distribute or circulate any document within the Campus or outside the Campus.

- (2) In granting the permission under subrule (1), the Vice-Chancellor may impose such restrictions, terms or conditions as he may deem necessary or expedient.
- (3) The permission required under this rule shall be in addition to any licence, permit or any other form of authorization which may be required under any other written law.

Student's activities outside Campus

13. (1) No student, organisation, body or group of students, shall organize, carry out or participate in any activity outside the Campus which has a direct adverse effect on the University or which is prejudicial to the interests of the University.
- (2) The Vice-Chancellor may issue guidelines in respect of activities which are prejudicial to the interests of the University.

Student engaging in occupation, etc.

14. No student shall, within the Campus or outside the Campus, engage in any occupation, employment, business, trade or other activity, whether on a full-time or part-time basis, which in the opinion of the Vice-Chancellor is undesirable.

Representations relating to University

15. No student, organisation, body or group of students shall, without the prior approval of the Vice-chancellor, make in relation to any matter pertaining to the University or to the staff or students of the University, in their capacity as such, or to himself in his capacity as a student of the University, any representation or other communication, whether orally or in writing or in any other manner, to any public officer or to the press or to the public in the course of any lecture, speech or public statement or in the course of any broadcast by sound or vision.

Student's objection to entry of persons into Campus

16. No student, organisation, body or group of students, shall make any objection, whether orally or in writing or in any other manner, to the entry into, or the presence in, or the exclusion or expulsion from, the Campus of any person, body or group of persons.

Gaming within Campus

17. (1) No student, organization, body or group of students, shall organize, manage, run or assist in organizing, managing or running, or participate in, any gaming, wagering, lottery or betting within the Campus.
- (2) The prohibition in subrule (1) shall not apply to any gaming, wagering, lottery or betting within the Campus which is organized, managed or run by the University in accordance with any written law.

Consuming liquor and disorderly behaviour

18. (1) No student shall, within the Campus, consume or have in his possession or under his custody or control any liquor.
- (2) Any student who is found in a state of drunkenness or who behaves in a disorderly manner under the influence of liquor, within the Campus, commits a disciplinary offence.

Obscene articles

19. (1) No student shall, within-the Campus, have in his possession or under his custody or control any obscene article.
- (2) No student, organization, body or group of students, shall distribute, circulate or exhibit, or cause to be distributed, circulated or exhibited, or be in any manner concerned with the distribution, circulation or exhibition of, any obscene article within the Campus.
- (3) A student shall be deemed to distribute, circulate or exhibit an obscene article, regardless whether the distribution, circulation or exhibition is to only one person or to more than one person and regardless whether or not the distribution, circulation or exhibition is for payment or for any other consideration.

Drugs and poisons

20. (1) No student shall have in his possession or under his custody or control any drug or poison.
- (2) No student shall give, supply, provide or offer or propose to give, supply, provide or offer any drug or poison to any person.
- (3) No student shall consume orally, or smoke or inhale, or introduce into his body by injection or in any manner whatsoever, any drug or poison.
- (4) Nothing in this rule shall be deemed to prevent a student from undergoing any treatment by or under the prescription of a medical practitioner registered under the Medical Act 1971[Act 50].
- (5) Any student who is found under the influence of any drug or poison commits a disciplinary offence.
- (6) The Vice-Chancellor may require a student suspected to be a drug dependant to submit himself for urine tests.
- (7) If a student refuses to submit himself to the tests mentioned in sub rule (6), he commits a disciplinary offence.

Cleanliness within Campus

21. A student shall not do anything which may be prejudicial to the cleanliness and heatness of a student's living accommodation within the Campus, or of any hostel, lecture theatre, road, grounds or of any other part of the Campus or of any other building or structure within the Campus.

Making noise

22. A student shall not make any sound or noise, or cause any sound or noise to be produced, by any means or in any manner, where such noise or sound pauses or is likely to cause annoyance or disturbance to any person within the Campus.

Examination of student suspected to have a mental disorder

23. The Vice-chancellor may require a student suspected to have a mental disorder to submit himself for- medical examination by a qualified medical officer.

Living or sleeping in the Campus

24. No student shall use or cause to be used any part of the Campus or any part of any building within the Campus as a living or sleeping accommodation, except the accommodation which is provided for him in the hostel by the University.

Entry into prohibited parts of Campus or buildings

25. A student shall not enter into any part of the Campus or any part of any building within the Campus, the entry into of which is prohibited to students generally or, in particular, to a student or class of students.

Students attire

26. The Vice-chancellor may issue such directions, in writing, as he deems necessary in relation to the manner of dressing of students within the Campus.

Disobedience

27. Where a student contravenes any legitimate instruction, direction or requirement given or made by any officer or employee of the University authorized to give or make the instruction, direction or requirement in the Campus, he commits a disciplinary offence.

PART III :HOSTEL DISCIPLINE

Entering or remaining in a resident student's room

28. (1) No person shall enter a room in the hostel occupied by a resident student except the resident student himself.
- (2) Subrule (1) shall not apply:-
- (a) to an authorised person who enters such room for the purpose of carrying out his functions, duties or responsibilities;
 - (b) to a person who enters such room in accordance with any permission given by, or on behalf of, the Pengetua; and
 - (c) to a resident student of the same sex who enters such room for a visit for a normal social purpose.
- (3) It shall be the responsibility of a resident student to ensure that the restriction in this rule is strictly observed.

Obstruction, etc., to enter and carrying out of functions by officers, etc.

29. A resident student shall not do anything to obstruct or prevent an authorized person from entering the resident student's room and in carrying out his functions, duties or responsibilities therein.

Remaining outside hostel at night

30. A resident student shall not, after midnight, remain outside the hostel premises except with the permission given by or on behalf of the Pengetua.

Remaining within hostel premises after midnight

31. After midnight, save for resident students in their respective hostels, no other student shall remain within the hostel premises except with the permission given by or on behalf of the Pengetua.

Using hostel premises with care and prohibition of nuisance

32. (1) A student shall use the hostel premises with proper care and shall not do anything which will disfigure, deface or cause any other damage to any part of the grounds or buildings or to any article or fixture therein.

- (2) A student shall/in using the hostel premises and the facilities therein, take all care to ensure that he does not cause any inconvenience, annoyance, obstruction or nuisance to any other person.

Changing room without prior permission

33. Where a student is allotted a room at the hostel for his residence by the University, he shall not change his room to any other room without the prior permission in writing given by or on behalf of the Pengetua.

Transfer of residence

34. (1) A resident student resides in a hostel at the absolute discretion and pleasure of the University.
- (2) The University may require a resident student to vacate his room at the hostel or to transfer him to a different accommodation provided by the University at any time without assigning any reason.
- (3) Where a resident student is required to vacate his room at the hostel or is transferred under sub rule (2), he shall within the time specified by the University remove all his belongings from the room which he is to vacate.

Pengetua's power to give orders, etc., regarding good order and discipline

35. (1) The Pengetua or any other person authorized by the Vice-Chancellor may, from time to time, give whether orally or in writing, such orders, instructions or directions as he may deem necessary or expedient for the maintenance of good order and discipline in the hostel.
- (2) The orders, instructions or directions may relate generally to all students or to a class or description of students or to a particular student, and it shall be the duty of every student to whom such orders, instructions or directions apply to comply with and give effect to them.
- (3) The disciplinary authority may at its discretion, in lieu of taking disciplinary proceedings under Part V, impose a summary disciplinary punishment of a fine not exceeding fifty ringgit upon any student who contravenes any of the orders, instructions or directions:

Provided that before such punishment is imposed on the student, the disciplinary authority shall inform him of the disciplinary offence committed by him and give him an opportunity to make, on the spot, oral representations in respect of the offence.

- (4) Upon the imposition of the punishment referred to in sub rule (3), the disciplinary authority shall forthwith deliver to the student a written notice of the imposition in such form as the Vice-chancellor may direct, and in respect of the fine imposed the provisions of rules 63 and 64 shall apply.

PART IV
ROAD TRAFFIC DISCIPLINE

Written authorisation for students keeping, possessing or owning motor vehicles on Campus

36. (1) A student intending to keep, have in his possession or own any motor vehicle in the Campus shall, in the first instance, apply for and obtain from the Vice-Chancellor a written authorization in respect thereof; the application and the written authorization shall be in such form as the Vice-chancellor may, subject to subrule (2), determine.
- (2) The application for such permission shall be made by the student in writing-specifying the description of Ac motor vehicle and shall be accompanied by the current motor vehicle licence and the current third party risks insurance policy in respect of the motor vehicle and a valid driving licence in respect of the applicant.
- (3) The authorization of the Vice-chancellor shall at all times be displayed conspicuously on the motor vehicle.
- (4) The authorization shall be renewed annually and the provisions of subrules (1) and (2) shall apply *mutatis mutandis* to an application for such renewal.
- (5) The Vice-Chancellor may refuse to grant the authorization or revoke any authorization granted if he is satisfied that it would not be in the interest of the University for the student to hold such authorization.

Register of students' motor vehicles

37. The Vice-Chancellor shall cause to be maintained a register of all motor vehicles kept, possessed or owned by the students in the Campus in such form as the Vice-chancellor may deem fit.

Speed limit

38. No student shall drive a motor vehicle in the Campus at a speed in excess of that indicated by a traffic sign.

Motor vehicles to be driven only on carriageway of road

39. No student shall drive a motor vehicle on any place other than on that pan of the road which is used as a carriageway for the passage of motor vehicles; in particular, no motor vehicle shall be driven by a student on the pavement, side-table, grass verge, footpath, corridor, verandah, five-foot way, courtyard or in any part of any building or other place, whether alongside the carriageway or otherwise, which is not ordinarily intended or specifically provided for the passage of motor vehicles.

Obstructive parking

40. No student shall park any vehicle at any place or in any manner so as to cause danger, obstruction or inconvenience to any other person or motor vehicle.

Use of allotted parking bays

41. Where a parking bay is allotted for a particular motor vehicle, no student shall park different motor vehicle in such parking bay.

Pillion riding

42. (1) A student driving a two-wheeled motorcycle shall not carry more than one person on such motorcycle.
- (2) No student shall carry a person on a two-wheeled motorcycle unless such person is sitting astride the motorcycle behind the driver on properly designed seat securely fixed to the motorcycle.
- (3) A student shall not allow himself to be carried on a two-wheeled motorcycle driven by any person, whether a student or not, in contravention of sub rule or (2).

Traffic directions and signs

43. A student shall comply with all traffic directions and traffic signs.

Production of driving licence and matriculation card

44. Any student who is driving or is in charge or control of a motor vehicle shall carry with him a valid driving licence issued to him under the Road Transport Act 1987 [Act 333] and his matriculation card and shall produce the driving licence or matriculation card for inspection by an authorized person whenever required to do so.

Obstruction of traffic flow

45. A student shall not conduct himself in any manner, or do any act, which obstructs or interferes with the smooth and orderly movement of traffic within the Campus.

Acts within Campus which are offences under the Road Transport Act 1987 to be disciplinary offences

46. (1) A student commits a disciplinary offence under these Rules if he commits any act within the Campus which is an offence under the Road Transport Act 1987 or any subsidiary legislation made under the Act or deemed to have been made under the Act.
- (2) It shall be a defence to any charge of a disciplinary offence under subrule (1) if a student produces evidence to show that he had already been or was in the process of being dealt with under the Road Transport Act 1987 or any subsidiary legislation made under the Act or deemed to have been made under the Act for that offence.

Summary disciplinary punishment

47. (1) The disciplinary authority may at its discretion, in lieu of taking disciplinary proceedings under Part V, impose a summary disciplinary punishment of a warning or a fine not exceeding fifty ringgit upon any student who commits a disciplinary offence under this Part in the presence of or within the sight of the disciplinary authority:

Provided that before such punishment is imposed on the student, the disciplinary authority shall inform him of the disciplinary offence committed by him and give him an opportunity to make, on the spot, oral representations in respect of the offence.

- (2) Upon the imposition of the punishment referred to in sub rule (1), the disciplinary authority shall forthwith deliver to the student a written notice of the imposition in such form as the Vice Chancellor may direct, and where the punishment imposed is a fine the provisions of rules 63 and 64 shall apply.

PART V:DISCIPLINARY PROCEDURE

Disciplinary punishment

48. A student who commits a disciplinary offence under these Rules and is found guilty of the offence shall be liable to any one or any appropriate combination of two or more of the following punishments:
- (a) a warning;
 - (b) a fine not exceeding two hundred ringgit;
 - (c) exclusion from any specific part or parts of the University for a specified period;
 - (d) suspension from being a student of the University for a specified period;
 - (e) expulsion from the University.

Attendance before disciplinary authority

49. Where it appears to a disciplinary authority that a student has committed a disciplinary offence under these Rules, the disciplinary authority shall notify the student of the alleged disciplinary offence and therein require the student to attend before it at such disciplinary room on such date and at such time as it may specify.

Consequence of failure to attend before disciplinary authority

50. Where a student fails to attend before the disciplinary authority in accordance with rule 49, he shall immediately be suspended from being a student of the University and shall not thereafter remain in or enter the Campus; such suspension shall continue until the student offers to attend before the disciplinary authority and does, in fact, attend before the disciplinary authority on the date and at the time which the disciplinary authority may specify after the student has offered to attend before the disciplinary authority.

Explanation of facts and taking of plea

51. At the disciplinary proceeding, the disciplinary authority shall explain to the student the facts of the disciplinary offence alleged to have been committed by the student and call upon him to plead thereto.

Plea of guilty and ensuing procedure

52. (1) If the student pleads guilty, the disciplinary authority shall explain to him the facts of the case.
- (2) If the student admits these facts and the disciplinary authority is satisfied that an offence had in fact been committed from the facts, the disciplinary authority shall pronounce him guilty of the disciplinary offence and invite him to forward any plea for the mitigation of punishment.

Procedure when student pleads not guilty

53. (1) If the student pleads that he is not guilty of the disciplinary offence or fails or refuses to plead or does not admit the facts of the case, the disciplinary authority shall examine any witness or any document or other article in support of the case against the student: the student shall be invited to question such witness and inspect such document or article, and the disciplinary authority may re-examine such witness.
- (2) For the purpose of sub rule (1), the witnesses shall be summoned to give evidence at the hearing by the Vice-Chancellor.

Student's evidence

54. After the evidence referred to in rule 53 has been received, and the disciplinary authority finds that there is a case to answer, the student shall be invited to give his evidence, call any witness or produce any document or other article in his defence; the disciplinary authority may question the student or any of his witnesses and inspect any such document or article, and the student may re-examine any of his witnesses.

Recall of witness

55. The disciplinary authority may question or recall any witness at any time before it pronounces its decision.

Pronouncement of decision

56. After hearing the witnesses and examining the documents or other articles produced before it, the disciplinary authority shall pronounce its decision in the case, and if it decides that the student is guilty of the disciplinary offence it shall invite the student to forward any plea for the mitigation of punishment.

Imposition of punishment

57. After the student has forwarded his plea in mitigation of punishment, if any, under rule 52 or 56, as the case may be, the disciplinary authority shall impose on the student one of the punishments specified in rule 48 or any appropriate combination of two or more of such punishments.

Custody and disposal of exhibits

58. (1) The disciplinary authority may order any document or other article produce before it in the course of any disciplinary proceeding to be kept in its custody or in the custody of such person as it may specify pending the conclusion of the disciplinary proceeding.
- (2) The disciplinary authority shall, upon the conclusion of the disciplinary proceeding before it, make such order as it deems fit for the disposal of any document or other article produced before it in the course of the disciplinary proceeding, and may direct that such order shall take effect either immediately or at such time as it may specify.
- (3) The power of the disciplinary authority under subrule (2) shall include a power to order the destruction of any such document or article or the forfeiture thereof to the University.

Written notes of disciplinary proceedings

59. The disciplinary authority shall make or cause to be made written notes of all disciplinary proceedings before it but those notes need not be verbatim.

Register of disciplinary proceedings

61. The Vice-Chancellor shall maintain a register of all disciplinary proceedings taken under these Rules; such register shall record the name of the student, the particulars of the disciplinary offence, the progress of the proceeding, the result of the proceeding, and such other information or particulars as the Vice Chancellor may direct.

Report of proceedings to parent. Minister, etc.

62. (1) Where a student has been found guilty of a disciplinary offence, the Vice-Chancellor shall send a report in respect of the disciplinary proceeding to the following persons:
- (a) to the Minister;
 - (b) to the student's parent or guardian;
 - (c) in the case of a scholarship student, to the scholarship-sponsoring or scholarship-granting authority or body; and
 - (d) in the case of a student who is also an employee of the government, to the Head of Department of the employee.

- (2) The persons referred to in paragraphs (b) to (d) of subrule (1) shall on application be supplied with a certified copy of the notes of the disciplinary proceeding upon payment of a fee determined by the Vice-Chancellor, which fee shall not, in any case, exceed fifty ringgit.
- (3) A certified copy of the notes of the disciplinary proceeding in respect of any particular case shall be supplied by the Vice-Chancellor to the Minister if the Minister requires the same.

Payment of fine

63. (1) Where the disciplinary authority imposes a punishment of a fine on the student, it shall specify the period within which the fine shall be paid and the student shall pay the fine within that period to the Bursar.
- (2) The period referred to in subrule (1) shall not be less than fourteen days from the date of the decision of the disciplinary authority.

Failure to pay fine

64. If the student fails to pay the fine within the specified period, he shall immediately be suspended from being a student of the University and shall not thereafter remain in or enter the Campus; such suspension shall continue until the fine is paid.

Compensation order

65. (1) Where any disciplinary punishment has been imposed on a student, the disciplinary authority may, in addition, order the student to pay such compensation as it may determine in respect of any damage to any property or any loss or injury to any person for which the disciplinary authority may find the student to be guilty of.
- (2) A student may be ordered to pay compensation under this rule regardless whether the property which is damaged belongs to the University or to any other person.
- (3) The amount of compensation determined by the disciplinary authority under sub rule (1) shall be a just and reasonable amount having regard to all the circumstances of the case and of the persons involved therein.
- (4) The compensation determined under sub rule (1) shall be paid by the student to the Bursar within such period as the disciplinary authority may specify.
- (5) The provisions of rule 61 shall apply *mutatis mutandis* where the student fails to pay the compensation-determined under subrule (1) within the period specified under subrule (4).
- (6) The Bursar shall pay out the compensation paid by the student under subrule (4) to such person as the disciplinary authority may certify as being entitled to receive payment thereof.
- (7) Any compensation payable or paid under these Rules shall be without prejudice to the right of any person to institute civil proceedings in a court of law for damages or compensation in respect of the damage, loss or injury referred to in subrule (1), or the right of any person to receive any payment or compensation under any other written law in respect of such damage, loss or injury.

Person who may be present at a disciplinary proceeding

66. No person shall be present at a disciplinary proceeding except:-
- (a) members of the disciplinary authority;
 - (b) the student against whom the disciplinary proceeding is taken;
 - (c) the parent or guardian of such student;
 - (d) a witness while he is giving evidence, or when required by the disciplinary authority; and
 - (e) such other person as the disciplinary authority may for any special reason authorize to be present.

PART VI: APPEALS

Notice of appeal

67. (1) Where a student is dissatisfied with the decision of a disciplinary authority, he shall give notice in writing of his intention to appeal against such decision by filing with the Vice-Chancellor a notice of appeal in duplicate within thirty days from the date of the service of the decision on him.
- (2) The notice of appeal shall set out clearly the grounds of appeal.

Transmission of appeal to Minister

68. The Vice-Chancellor shall, upon receiving the notice of appeal submit the same to the Minister together with a copy of the notes of the disciplinary proceeding in respect of which the notice of appeal is given and the ground's of decision.

Action by Minister on appeal

69. (1) The Minister may, on receiving the documents referred to in rule 68 from the Vice-Chancellor, call for such further information or particulars in relation to the disciplinary proceeding as he may deem fit.
- (2) If the Minister summarily rejects the appeal under subsection 16B (4) of the Act, the decision of the Minister shall be conveyed to the student through the Vice-chancellor.
- (3) Where the Minister appoints a committee under subsection 16B(5) of the Act to consider the appeal, the Minister's decision on the appeal made after receiving the recommendations of the committee shall be communicated to the student through the Vice-Chancellor.

Appeal not to operate as stay of execution of punishment

70. An appeal by a student shall not operate as a stay of execution of the punishment imposed or as a stay of the payment of any compensation ordered to be paid, unless the Vice-Chancellor or the Minister otherwise directs.

PART VII : GENERAL

Disciplinary offence

71. A student who contravenes any of these Rules, or any guideline, direction instruction, restriction, condition or term imposed or given under these Rules' commits a disciplinary offence.

These Rules not to derogate from criminal liability

72. Nothing in these Rules shall derogate from the liability of any student or other person to any offence under any written law.

Revocation

73. The University of Malaya (Discipline, of Students) Rules 1975 [*P.U. (A) 293/75*] are revoked.

Made 26 April 1999.

[KP(PUU)S 10075/07/2/Jld. III; PN(PU)-75M/1]