

RIGHTS AND RESPONSIBILITIES OF STUDENTS



العام الجامعي 1442 – 1443 هـ

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Introduction

This guide has been prepared for the students of the College of Nursing to know their academic and non-academic rights and duties during their studies at the college at the Northern Border University. It strengthens the ties between students and university employees and uphold the students' rights on the principles that are consistent with the university's applicable regulations and rules for promotion of fairness and equity culture among the students, offering of the necessary consultations, informing the students, and educating them on their rights and how to secure them through the statutory channels. Heavy penalties prescribed by law.

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A STUDENT'S ACADEMIC RIGHTS

1. A university student has the right to be treated fairly and with dignity and with a peaceful and safe learning environment at any time.
2. A university student has the right to be informed on how and where to get the university rules and regulations (the university website, the Admission and Registration Deanship, the Students' Affairs Deanship. etc.)
3. A university student has the right to access the study schedule before commencement of classes for completion of the registration of the courses available in the system accordance with the terms and conditions of the Deanship of Admission and Registration
4. A university student has the right to be provided with the scientific material and knowledge related to the university curricula in accordance with the university's rules and regulations which govern academic work.
5. Upon admission, a university student must be given a certified study plan that indicates the number of credits, levels, courses that are available according to the study plan and the graduation requirements.
6. A university student has the right to know the system and rules of registration, taking into account the order of priorities in the registration of students according to fair controls when it is not possible to achieve the wishes of all students in registering
7. A university student may delete or add any course or deleting the entire semester as permitted by the study and registration system at the university, in the period specified for that and announced to students

8. A university student must be provided with the appropriate study environment and academic climate to achieve the educational goals in high quality education as stated in the learning outcomes for each academic course.
9. The commitment of the faculty members to adhere to the time of the lectures and exams and fulfill all the academic hours of the courses. Cancelled lectures as well as the lectures in which the faculty was absent have to be delivered again upon coordinating with the concerned departments and students.
10. Examination questions must be in accordance with the course, contents and objectives are taken from the course syllabus or the topics that have been raised during the lectures. The marks of the exams must be distributed logically to achieve a fair assessment of the students' skills.
11. A university student has the right to request for a review of his/her test paper in accordance with Study and Examination bylaws issued by the university and can get feedback about the examinations which assess their performance in the examination
12. Performing all scheduled exams that are held unless there is a legal impediment, and the student is informed of the denial of entry to the exam well in advance of its holding.
13. A university student has the right to be awarded the graduation document within the duration prescribed by the university and upon satisfaction of the graduation requirements in accordance with the applicable rules and regulations of the university
14. The university student has the right to be given an opportunity to discuss inquiries on matters related to the subject or the educational environment.
15. Adopting the electronic system for monitoring grades and limiting absences, provided that the monitoring is on a regular basis.

16. A university student has the right to freedom of speech, the undeniable right to the freedom of existence and the freedom to express such beliefs without fear or influence from our schools, as long as no one's property or person is physically damaged or violated by said beliefs.
17. The student has the right to be certified in their skills and education received.
18. To have the right to view on their own accord their school records and to request a copy of the specified documents.
19. To have the right and responsibility for being involved in educational decision-making at all levels, including decision-making affecting them personally, in their classrooms, local schools, and at the district, state, and federal levels.
20. To know the results obtained in all examinations performed and obtained in quiz, midterm, and final examinations after they have been corrected and approved.

A STUDENT'S NON-ACADEMIC RIGHTS

1. A university student is given the opportunity to attend training courses, programs, trips, participate in cultural activities, community service and volunteer work and enjoy the benefits and social welfare provided by the university.
2. A university student has the right to access and receive adequate healthcare treatment as provided for in the university rules and regulations, including treatment in hospitals and health centers affiliated to the university.

3. A university student has the right to avail the additional material incentives and rewards as with the provisions of the Bylaws and regulations of the university, if he /she belongs to top performer student and outstanding students.
4. A university student has the right to be nominated for training courses, programs, internal and external trips, and increasing his participation in cultural activities, as well as participation in community service activities and volunteer work.
5. A university student has the right to defend himself before any party in the university in any disciplinary case to raise the injustice against him and not to issue the penalty against him until after hearing his statements, unless it is proven that his non-attendance was for an unacceptable excuse after being summoned for the second time.
6. A university student has the right to maintain and keep total confidentiality and privacy of the information related to him/ her and will not disclose any personal information, academic record and grade transcripts to unauthorized persons, and not handing over any of it except to the student himself, his guardian, or whomever he delegates with that file by the investigation authorities, the judiciary, or another governmental body, and it is not permissible to disclose or publish the contents of his file unless that publication result of a decision with a disciplinary penalty against the student.
7. A university student has the right to access to the university services and facilities (books - main libraries or sub-gym-cafeteria, university housing, psychological and social assistance sports, educational activities, car park and others) in accordance with the university rules and regulations.
8. A student has a right to complain or grievance about any matter that is affected by it in its relationship with members of the faculty, department, college, or any unit of the university. Also, the student has righty to know the fate of his complaint by the authority responsible for it.

9. Providing disabled students with accessible amenities and proper services according to the rules and policies in this regard.
10. To have the right to participate in any school sponsored activity, and the right to participate in any sport based on gender if the sport is not offered for both males and females.
11. To have the right to participate throughout their school and the education system. This includes the right to representation, participation, and meaningful involvement as education planners, evaluators, teachers, researchers, advocates, and as community organizers focusing on education.

ACADEMIC RESPONSIBILITIES OF STUDENTS

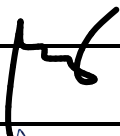
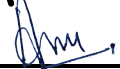


1. A university student should have a commitment to studying regularly and fulfilling all academic requirements in accordance with the rules of start and end of studies, transfer, registration, apology and deletion in accordance with the provisions, regulations and rules.
2. A university student must follow the rules and regulations of the university for taking examinations and the whole educational system
3. A university student should respect the faculty members and employees of the university and employees of the contracting companies.
4. A university student should respect the rules and regulations related to lectures and not be absent except with an acceptable excuse.
5. A university student has to attend their classes and perform the required tasks or assigned work on time as required

6. A university student has commitment to the rules and arrangements related to exams and not to cheat or attempt to impersonate or forge or bring prohibited materials or devices into the exam hall.
7. A university student must abide by the instructions given by the official or the observer while performing the tests.
8. A university student must furnish accurate and precise information at the time of registration.
9. A university student can attend training courses and programs, academic trips and voluntary activities and operations in a way that should not conflict with his / her academic duties.
10. A university student must never plagiarize the work of others.

NON- ACADEMIC RESPONSIBILITIES OF STUDENTS

1. A student is expected to respect the rules and regulations, dignity and safety of the university staff and personnel.
2. The student must respect the right to freedom of expression by university staff and personnel as long as within the limits allowed in the university regulations, academic norms and community values in the Kingdom of Saudi Arabia
3. A student is committed to adhere to the university's rules, regulations, and instructions and the implementation of the issued decisions.
4. A university student should cooperate with teachers and other students in wearing the identification card (ID) always while at the university campus.
5. A university student must preserve and protect all properties of the university and avoid tampering therewith for destruction and stealing purposes.

6. The student must demonstrate good morals and behavior and maintain discipline during lecture, laboratory, and clinical practice.
7. The student is committed to adhere appropriate dress and behavior according to the university and Islamic norms.
8. The student is committed to maintain calmness and tranquility inside the university facilities and refraining from smoking there.
9. The student must respect the university's security rules, and public security controls.
10. The student is committed to maintain the school neat and clean and to take good care of all the university properties or facilities or equipment especially in the laboratory room while doing laboratory procedures.
11. Being punctual and respectful. By being respectful, students contribute to a healthy learning environment and lessen distractions and disciplinary action.

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