

UNIVERSITIES AND UNIVERSITY COLLEGES ACT 1971

UNIVERSITIES AND UNIVERSITY COLLEGES
(UNIVERSITY OF MALAYA) (DISCIPLINE OF STUDENTS) RULES 2024

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UNIVERSITIES AND UNIVERSITY COLLEGES
(UNIVERSITY OF MALAYA) (DISCIPLINE OF STUDENTS) RULES 2024

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 and commencement

1. (1) These rules may be cited as the **Universities and University Colleges (University of Malaya) (Discipline of Students) Rules 2024**.

(2) These Rules come into operation on 13 December 2024.

Interpretation

2. In these Rules, unless the context otherwise requires—

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

“Student Disciplinary Appeal Committee” means the Student Disciplinary Appeal Committee established by the Board under subsection 16B(5) of the Act;

“Campus” means the Campus of the University including all hostel, institutions and building of the University;

“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;

“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;

“disciplinary offence” means an offence under these Rules;

“Head of Hostel” means an employee of the University in charge of a hostel;

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

“authorized person” means any person or body of persons duly authorized by the Vice-Chancellor to act on behalf of the University;

“student” means a registered student, other than a student at an institution allied to the University, who is following a course of study, instruction, training or research of any description at the preparatory, under-graduate, post-graduate or post-doctoral level on a full time or part-time basis in, by or from the University and includes a distance-learning, off-campus, exchange and non-graduating student;

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

“examination” includes any manner or method of assessment which results in a mark or a grade being given for a specific course or part of the specific course;

“disciplinary authority” means the disciplinary authority referred to in subsection 16B(1) of the Act;

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

“University” means the University of Malaya.

PART II
GENERAL DISCIPLINE

General prohibitions

3. (1) No student shall—

- (a)* conduct himself, whether within the Campus or outside the Campus, in any manner which is detrimental or prejudicial to—
 - (i)* the interest, well-being, good name or integrity of the University, any of the students or employees of the University; or
 - (ii)* the public order, well-being or security, morality, decency or discipline;
- (b)* violate any provision of any written law, whether within the University or outside the University;
- (c)* disrupt or interfere with, or cause to be disrupted or 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 disrupt, or cause to be prevented, obstructed or disrupted, any employee of the University or any person acting under the direction or permission of such 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, class or examination, or from engaging in any activity carried out by or under the direction, or with the permission of the University;

- (f)* organize, incite or participate in the boycott of any lecture, tutorial, class, examination or other activity carried out by or under the direction, or with the permission of the University;
- (g)* damage, tamper, interfere with, steal or without lawful permission move, or in any manner deal with, any substance, object, article or property of 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 misconduct, obstruction, inconvenience, annoyance, loss or injury to any person or any student bodies in the University;
- (i)* contravene any direction or requirement of the Chief Librarian of the University or other library employees in respect of the use of the library, its books and other facilities in the library; or
- (j)* contravene any direction or requirement of an authorized person in respect of the use of any substance, object, article or property in the University.

(2) Any student who contravenes subrule (1) commits a disciplinary offence.

Attending lectures, tutorial, etc.

4. (1) A student shall attend any lecture, tutorial, class or other teaching relating to his course of study unless prior permission with regard to his absence from the lecture, tutorial, class or teaching is obtained from the Dean of the Faculty or the head of the School, Centre, Academy or Institute of the University, 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 after the lecture, tutorial, class or teaching, obtain an approval from the Dean of the Faculty or the head of the School, Centre, Academy or Institute of the University, as the case may be, with regard to his absence.

(3) Any student who fails to attend any lecture, tutorial, class or other teaching relating to his course of study without obtaining permission from Dean of the Faculty or the head of the School, Centre, Academy or Institute of the University, as the case may be, commits a disciplinary offence.

Restriction on use of text or record of lecture

5. (1) No student shall—

- (a) make use of the text or any form of record of any lecture, tutorial, class or teaching imparted to the student in the University except for the purpose of pursuing the course of study; or
- (b) reproduce, in any manner, the whole or any part of the text or any form of record referred to in paragraph (a) for the purpose of publication, distribution or circulation, whether for payment or not.

(2) Notwithstanding subrule (1), the Vice-Chancellor may issue guidelines allowing any student or any organization, body or group of students, to make copies of the text or any form of record of any such lecture, tutorial, class or teaching 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 of the University, as the Vice-Chancellor may authorize, subject to such conditions as the Vice-Chancellor deems necessary or expedient.

(3) Any student who contravenes subrule (1) commits a disciplinary offence.

Plagiarism and writing ethics

6. (1) No student shall plagiarise any idea, writing, data or invention belonging to another person.

(2) For the purposes of this rule, plagiarism includes—

- (a) the act of copying or taking an idea, writing, data or invention that is manifested in the form of material, writing, data, invention or any intellectual property of another person and claiming that the idea, writing, data or invention that is manifested in the form of material, writing, data, invention or intellectual property of another person 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 the student is the original source or the creator of an idea, writing, data or invention that is manifested in the form of material, writing, data, invention or intellectual property which has actually been taken from some other source.

(3) Without prejudice to the generality of subrule (2), a student plagiarises when the student—

- (a) publishes, with himself as the author, an abstract, article, scientific or academic paper, thesis, final year project, assignment or book which is wholly or partly written by some other person;
- (b) incorporates himself or allows himself to be incorporated as a co-author of an abstract, article, scientific or academic paper, thesis, final year project, assignment or book, when the student have not at all made any written contribution to the abstract, article, scientific or academic paper, thesis, final year project, assignment 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 the student have 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 an employee of the University 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 original 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 the ideas in such a way that it appears as if the student is the creator of those ideas.

(4) The Vice-Chancellor may, with the consent of the Senate, issue guidelines in respect of plagiarism.

(5) Any student who contravenes subrule (1) commits a disciplinary offence.

Appearance for examination

7. (1) Where a student's course of study requires the student's appearance for an examination and the student is not otherwise debarred from such examination, the student shall appear for the examination unless prior permission of the Dean of the Faculty or the head of the School, Centre, Academy or Institute of the University, as the case may be, has been obtained.

(2) Where the circumstances do not permit such prior permission to be obtained, the student shall, as soon as possible after the examination, obtain permission from the Dean of the Faculty or the head of the School, Centre, Academy or Institute of the University, as the case may be, with regard to his absence.

(3) Any student who is not debarred from appearing for an examination but fails to appear for such examination without obtaining permission from the Dean of the Faculty or the head of the School, Centre, Academy or Institute of the University, as the case may be, commits a disciplinary offence.

Conduct relating to examination

8. (1) No student shall—

- (a) take any book, paper, document, picture, electronic device or other things into an examination room unless permitted by the invigilator;
- (b) take any book, paper, document, picture, electronic device or other things out of an examination room without the permission of the invigilator except the book, paper, document, picture, electronic device or other thing which has been earlier permitted to be taken into an examination room under paragraph (a);
- (c) receive any book, paper, document, picture, electronic device or other things from any other person while in the examination room unless permitted by the invigilator;

- (d) write, or have it written by another person, any information or diagram which may be relevant to the examination he is sitting for, on any part of his body, his clothing or other things;
- (e) communicate with any other student or person during an examination by whatever means, unless permitted by the invigilator; or
- (f) cheat or copy, attempt to cheat or attempt to copy, or conduct himself in a manner which can be construed as cheating or copying, in an examination.

(2) Notwithstanding subrule (1), a student may, while he is in the examination room, receive from the invigilator such book, paper, document, picture, electronic device or other things which has been recommended by the examiner and approved by the Vice-Chancellor.

(3) For the purposes of this rule, “examination room” means a place or an online medium determined by the Senate and used for students to undergo examination.

(4) Any student who contravenes subrule (1) commits a disciplinary offence.

Assemblies

9. (1) A student, organization, body or group of students may hold, organize or be involved in an assembly, in any part of the Campus if—

- (a) the assembly is held and organized not in contravention of any direction, restriction, terms or condition specified in the permission issued by the Vice-Chancellor; and
- (b) the participants of the assembly—

- (i) do not do any act or make any statement that has a tendency to create or promote feelings of ill-will or hostility among students, employees of the University or any other persons; and
- (ii) do not do anything which disturbs the peace, order and well-being of the University and the public.

(2) Any student who contravenes subrule (1) commits a disciplinary offence.

Flags and banners

10. (1) No student, organization, 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 use, or cause to be flown, exhibited, displayed or use; or
- (c) own or have in his or its possession, custody or control,

any flag, banner, placard, poster, emblem or other device which may cause indiscipline, disorder, disobedience or contravention of these Rules.

(2) Any student who contravenes subrule (1) commits a disciplinary offence.

Improper use of network facilities, network services or application services

11. (1) No student, organization, body or group of students shall use any network facilities, network services or application services for the purpose of initiating any comment, request, suggestion, distribution or other communication which is obscene, indecent, false, disgusting, menacing or offensive in character with the intent to annoy, abuse, threaten, offend or harass any person.

(2) Any student who contravenes subrule (1) commits a disciplinary offence.

Publication, distribution or circulation of documents

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

(2) In granting the permission under subrule (1), the Vice-Chancellor may impose any restriction, terms or conditions as the Vice-Chancellor may deem necessary or expedient.

(3) The permission required under subrule (1) shall be in addition to any licence, permit or any other form of authorization which may be required under any other written law.

(4) For the purposes of subrule (1), "document" includes any printed and electronic publication.

(5) Any student who contravenes subrule (1) or any restrictions, terms or conditions imposed by the Vice-Chancellor under subrule (2) commits a disciplinary offence.

Student's activities outside Campus

13. (1) No student, organization, body or group of students, shall organize, carry out or participate in any activity outside the Campus which has an adverse effect on the University or which is prejudicial to the interest of the University.

(2) The Vice-Chancellor may issue guidelines in respect of activities which are prejudicial to the interest of the University.

(3) Any student who contravenes subrule (1) commits a disciplinary offence.

Students engaging in inappropriate occupation, etc.

14. (1) 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 inappropriate.

(2) Any student who contravenes subrule (1) commits a disciplinary offence.

Harmful or prejudicial representations relating to University

15. (1) No student, organization, body or group of students shall, make any representation or other communication, whether orally or in writing, in relation to any matter pertaining to the University, the employees of the University or the students of the University, which is harmful or prejudicial towards the University, in the course of any lecture, speech or public statement or in the course of any broadcast by sound or vision.

(2) Any student who contravenes subrule (1) commits a disciplinary offence.

Student's objection to entry of persons into Campus

16. (1) No student, organization, body or group of students, shall make any objection, whether orally or in writing, against—

(a) the entry of any person, body or group of persons into the Campus or the presence of any person, body or group of persons in the Campus who has been given permission by the Vice-Chancellor to enter the Campus or be present in the Campus; or

(b) the exclusion of any person, body or group of persons into the Campus or the expulsion of any person, body or group of persons from the Campus.

(2) Any student who contravenes subrule (1) commits a disciplinary offence.

Corrosive substance, explosive substance, offensive weapon, etc.

17. (1) No student shall have in his possession, custody or control any corrosive substance, explosive substance, offensive weapon or poisonous gas in the Campus.

(2) For the purposes of this rule, “corrosive substance”, “explosive substances” and “offensive weapon” have the meaning assigned to them in the Corrosive and Explosive Substances and Offensive Weapons Act 1958 [Act 357].

(3) Any student who contravenes subrule (1) commits a disciplinary offence.

Gaming within Campus

18. (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 within the Campus.

(2) No student shall supply, possess or store any kind of gaming or any equipment or material used for gaming or responsible for organizing any type of gaming within the Campus.

(3) For the purposes of this rule, “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, betting or lottery.

(4) Any student who contravenes subrule (1) or (2) commits a disciplinary offence.

Intoxicating substance

19. (1) No student shall—

(a) use, consume or have in his possession, custody or control, any intoxicating substance within the Campus; or

(b) be found in a state of drunkenness under the influence of intoxicating substance within the Campus.

(2) For the purposes of this rule, “intoxicating substance” means any substance whenever and however used may cause intoxication or affects judgment or lost sense of sanity.

(3) Any student who contravenes subrule (1) commits a disciplinary offence.

Sexual harassment

20. (1) No student shall commit sexual harassment towards others, whether within the Campus or outside the Campus.

(2) The commission of a sexual act to others is not limited to the commission of such acts within the Campus as long as the act damage or tarnish the good name of the University.

(3) For the purposes of this rule, “sexual harassment” have the meaning assigned to it in the Anti-Sexual Harassment Act 2022 [*Act 840*].

(4) Any student who contravenes subrule (1) commits a disciplinary offence.

Obscene materials

21. (1) No student shall, have in his possession, custody or control any obscene material within the Campus.

(2) Subrule (1) shall not apply if the possession, custody or control of any obscene material is relevant for the purposes of the course of study.

(3) 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 material within the Campus.

(4) A student, an organization, a body or a group of students, shall be deemed to distribute, circulate or exhibit an obscene material, regardless whether the distribution, circulation or exhibition is—

(a) to only one person or to more than one person; or

(b) for any payment or other consideration.

(5) Any student who contravenes subrule (1) or (3) commits a disciplinary offence.

Drugs and poisons

22. (1) No student shall—

(a) have in his possession, custody or control any drug or poison;

(b) give, supply or provide, or offer or attempt to give, supply or provide any drug or poison to any person;

(c) smokes or otherwise consumes any drug or poison;

(d) have in his possession, custody or control of any appliance, tool, apparatus or article which is designed or intended to be used for processing, consuming, drinking, smoking, inhaling or introducing into his body, any drug or poison; or

(e) be found under the influence of any drug or poison.

(2) Nothing in this rule shall be deemed to prevent a student from undergoing any medical treatment which involves any drug or poison as prescribed by a medical practitioner registered under the Medical Act 1971 [Act 50].

(3) A student suspected to have consumed any drug shall submit himself for purposes of urine test when required by the Vice-Chancellor or the disciplinary authority.

(4) For the purposes of this rule—

(a) “consume” with its grammatical variations means eat, chew, smoke, swallow, drink, inhale, or introduce into the body in any manner or by any means whatsoever;

(b) “drug” means any drug or substance as specified in the First Schedule to the Dangerous Drugs Act 1952 [Act 234]; and

(c) “poison” has the meaning assigned to it in the Poisons Act 1952 [Act 366].

(5) Any student who contravenes subrule (1) or (3) commits a disciplinary offence.

Smoking, using, storing etc., tobacco product, substitute tobacco product, etc.

23. (1) No student shall—

(a) smoke, use, store, distribute, offer or supply any tobacco product, substitute tobacco product, smoking substance or smoking device within the Campus;

(b) possess in his custody or his control any tobacco product, substitute tobacco product, smoking substance or smoking device within the Campus; or

(c) attempt to smoke, use, store, distribute, offer or supply any tobacco product, substitute tobacco product, smoking substance or smoking device within the Campus.

(2) For the purposes of this rule, smoking device includes electronic cigarettes, electric vaporising device and hookah.

(3) Any student who contravenes subrule (1) commits a disciplinary offence.

Cleanliness within Campus

24. (1) No student shall do any action that may affect the cleanliness and neatness of any hostel, any student's living accommodation within the Campus, lecture halls, roads, grounds or of any other part of the Campus.

(2) Any student who contravenes subrule (1) commits a disciplinary offence.

Making noise

25. (1) No student shall make any sound or noise, or cause any sound or noise to be produced, by any means, where such sound or noise may reasonably cause annoyance or disturbance to any person within the Campus.

(2) Subrule (1) shall not apply if any sound or noise made is for purposes relevant to the course of study and in the appropriate place approved by the University.

(3) Any student who contravenes subrule (1) commits a disciplinary offence.

Living accommodation or sleeping accommodation in Campus

26. (1) 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 accommodation or sleeping accommodation, except the living accommodation which is provided for him in the hostel by the University.

(2) Any student who contravenes subrule (1) commits a disciplinary offence.

Entry into prohibited parts of Campus or parts of building of Campus

27. (1) No student shall enter into any part of the Campus or any part of any building within the Campus which is designated or ordered by the Vice-Chancellor as prohibited for any entry by any student or class of students for—

(a) a specific period as specified in the notification or order; or

(b) until such notification or order has been substituted or revoked.

(2) Any student who contravenes subrule (1) commits a disciplinary offence.

Students' attire

28. (1) A student shall be decently and appropriately attired while attending lecture, tutorial, class, examination, workshop or while involving or attending any activity within the Campus.

(2) A student shall comply with any written directions issued by the Vice-Chancellor relating to the manner of dressing of students within the Campus.

(3) Any student who contravenes subrule (1) commits a disciplinary offence.

Student card

29. (1) A student shall display the student card at all times while in the Campus.

(2) Any student who fails or refuses to display or show his student card when requested by the disciplinary authority or any employee authorized by the University commits a disciplinary offence.

Power of disciplinary authority to give orders, instructions or directions relating to order and discipline of University

30. (1) The disciplinary authority may, from time to time, issue either orally or in writing any order, instruction or directions as it may deem necessary or expedient to

preserve order and discipline of the University including hostel discipline, road traffic discipline, discipline in the library and discipline in the Campus.

(2) The order, instruction or directions may, in general, relate to all students or a class of or a particular student, and it shall be the duty of every student to observe and carry out the order, instruction or directions.

(3) Any student who contravenes any order, instruction or directions issued under subrule (1) commits a disciplinary offence.

Summary disciplinary punishment by disciplinary authority

31. (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 five hundred ringgit upon any student who commits a disciplinary offence under paragraph 3(1)(i) and rules 23, 24, 25, 26, 27, 28, 29, 30, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46 and 47 in the presence of, or within the sight of the disciplinary authority.

(2) The disciplinary authority shall, before such punishment is imposed on the student, inform the student of the disciplinary offence committed by the student and give the student an opportunity to make, immediately, an oral representation in respect of the disciplinary offence.

(3) Upon the imposition of the punishment under subrule (1), the disciplinary authority shall forthwith deliver to the student a notice of the imposition of the punishment in such form as may be determined by the disciplinary authority.

(4) Rules 63 and 64 shall apply where the punishment imposed under subrule (3) is a fine.

PART III
HOSTEL DISCIPLINE

Entering or remaining in resident student's room

32. (1) No resident student shall allow any other student, person or group of students to enter any room in the hostel occupied by a resident student.

(2) Subrule (1) shall not apply to—

- (a) an authorized person who enters such room for the purpose of carrying out his functions, duties or responsibilities;
- (b) a person who enters such room in accordance with any written permission given by, or on behalf of the Head of Hostel; and
- (c) a resident student of the same sex who enters any room in a hostel for a social visit.

(3) Any resident student who contravenes subrule (1) commits a disciplinary offence.

Obstructing employee of University and authorized person from entering and carrying out their functions, etc.

33. (1) No resident student shall obstruct or prevent any employee of the University or any authorized person from entering the resident student's room in carrying out his functions, duties or responsibilities.

(2) Any resident student who contravenes subrule (1) commits a disciplinary offence.

Remaining outside hostel premises after midnight

34. (1) No resident student shall remain outside the hostel premises after midnight except with the written permission by or on behalf of the Head of Hostel.

(2) Any resident student who contravenes subrule (1) commits a disciplinary offence.

Remaining within hostel premises after midnight

35. (1) No student shall, other than a resident student, remain within the hostel premises after midnight except with the written permission given by or on behalf of the Head of Hostel.

(2) Any student who contravenes subrule (1) commits a disciplinary offence.

Using hostel premises with care and prohibition of nuisance

36. (1) A resident student shall—

(a) shall use the hostel premises with proper care; and

(b) 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 resident student shall, while using the hostel premises and facilities, take all caution to ensure that the usage does not cause any inconvenience, annoyance, obstruction or nuisance to any other person.

(3) Any resident student who contravenes subrule (1) or (2) commits a disciplinary offence.

Changing room without prior permission

37. (1) No resident student shall change the room which has been allotted to him at the hostel to any other room without prior written permission given by or on behalf of the Head of Hostel.

(2) Any resident student who contravenes subrule (1) commits a disciplinary offence.

Transfer of residence

38. (1) A resident student shall reside in a hostel at the discretion of the University.

(2) The University may require a resident student to vacate his room at the hostel or to transfer the resident student to a different room at the same hostel or to another hostel at any time without any reason.

(3) Where a resident student is required to vacate his room at the hostel or is transferred under subrule (2), the resident student shall within the time specified by the University remove all his belongings from the room which is required to be vacated.

(4) Any resident student who contravenes subrule (3) commits a disciplinary offence.

PART IV

ROAD TRAFFIC DISCIPLINE

Keeping, possessing or owning motor vehicles within Campus

39. (1) A student may keep, have in his possession or own any motor vehicle in the Campus after making an application and obtaining a written permission from the Vice-Chancellor.

(2) The application and the written permission under subrule (1) shall be in such form and manner as may be determined by the Vice-Chancellor.

(3) The application for the written permission under subrule (1) shall contain the information but not limited to—

(a) the description of the motor vehicle;

(b) a valid motor vehicle licence;

(c) a valid insurance policy in respect of the motor vehicle;

(d) the applicant's valid driving licence; and

(e) the applicant's student card.

(4) Subject to subrule (1), the Vice-Chancellor may grant the written permission to the student for a period as may be determined by the Vice-Chancellor and such written permission shall at all times be displayed conspicuously on the motor vehicle.

(5) A student may apply to the Vice-Chancellor for a renewal of the permission in writing and subrules (1) and (2) shall apply *mutatis mutandis* to an application for such renewal.

(6) The Vice-Chancellor may grant the renewal of the written permission for a period as may be determined by the Vice-Chancellor.

(7) If the Vice-Chancellor satisfied that the student has contravened any provision of these Rules or it would be against the interest of the University for the student to hold such written permission, the Vice-Chancellor may—

(a) refuse to grant the written permission;

(b) refuse the renewal of the written permission; or

(c) revoke any written permission granted.

(8) Any student who keeps, have in his possession or owns any motor vehicle in the Campus without a written permission from the Vice-Chancellor commits a disciplinary offence.

Motor vehicles to be driven only on carriageway of road

40. (1) No student shall drive a motor vehicle within the Campus other than on that part of the road which is used as a carriageway for the passage of motor vehicles.

- (2) Any student who contravenes subrule (1) commits a disciplinary offence.

Obstructive parking of vehicle or motor vehicle

41. (1) No student shall park any vehicle or motor vehicle at any place or in any manner so as to cause danger, obstruction or inconvenience to any other person, vehicle or motor vehicle within the Campus.

- (2) Any student who contravenes subrule (1) commits a disciplinary offence.

Use of allotted parking bays

42. (1) No student shall park any other vehicle or motor vehicle in a parking bay which is allotted for a particular vehicle or motor vehicle.

- (2) Any student who contravenes subrule (1) commits a disciplinary offence.

Pillion riding

43. (1) No student riding a motorcycle within the Campus shall—

(a) carry more than one pillion on such motorcycle; or

(b) carry a pillion unless such pillion is sitting astride the motorcycle behind the rider on a properly designed seat securely fixed to the motorcycle.

(2) No student shall allow himself to be a pillion on a motorcycle ridden by any person in contravention of subrule (1).

(3) Any student who contravenes subrule (1) or (2) commits a disciplinary offence.

Wearing helmet and safety seat-belt

44. (1) No student shall—

- (a) ride or be a pillion of a motorcycle within the Campus without wearing a helmet; or
- (b) be in a moving motor vehicle within the Campus without wearing a safety seat-belt.

(2) Any student who contravenes subrule (1) commits a disciplinary offence.

Traffic directions and signs

45. (1) A student shall comply with —

- (a) all traffic directions in the form of any order, instruction or direction given by an authorized person when using a road, a vehicle or a motor vehicle within the Campus; and
- (b) all traffic signs in the form of any signal, warning post sign, direction post sign, mark or device erected or provided on or near a road for the information, guidance or direction in using the road.

(2) Any student who contravenes subrule (1) commits a disciplinary offence.

Production of driving licence and student card

46. (1) Any student who is driving, in charge of or in control of a motor vehicle while in the Campus shall produce a valid driving licence and student card when ordered by an authorized person.

(2) Any student who contravenes subrule (1) commits a disciplinary offence.

Obstruction of traffic flow

47. (1) No student shall conduct himself in any manner, or do any act, which obstructs or disrupts the smooth and orderly movement of traffic within the Campus.

(2) Any student who contravenes subrule (1) commits a disciplinary offence.

Offences under Road Transport Act 1987 to be disciplinary offences

48. A student commits a disciplinary offence under these Rules if that student commits any act within the Campus which is an offence under the Road Transport Act 1987 [Act 333] or any subsidiary legislation made under the Road Transport Act 1987.

PART V

DISCIPLINARY PROCEDURE

Representation

49. (1) Where a student is alleged to have committed a disciplinary offence under these Rules, the disciplinary authority shall give a written notice to the student containing the alleged disciplinary offence, facts of the case, the punishment or maximum fine that may be imposed and the grounds on which it is proposed to take action against the student.

(2) The notice referred to in subrule (1) shall specify the right of the student to make an oral representation or a written representation in respect of the alleged disciplinary offence within the period and in accordance with the manner as may be specified in the notice.

(3) The student shall have the right to be represented by an employee of the University or another student of the University in the disciplinary proceedings taken against the student.

Consequences of failure to make representation

50. If a student fails to attend before the disciplinary authority to make an oral representation or fails to make a written representation in accordance with subrule 49(2), the disciplinary authority shall decide accordingly and impose on the student one of the punishments specified in subrule 58(1) or any appropriate combination of two or more of such punishments.

Oral representation

51. Where the student makes an oral representation in accordance with subrule 49(2) and appears before the disciplinary authority, 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 the student to plead guilty or not guilty.

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 and the consequence of pleading guilty.

(2) If the student admits the facts of the case and the disciplinary authority is satisfied that a disciplinary offence has been committed, the disciplinary authority shall pronounce him guilty of the disciplinary offence and request him to submit any plea for the mitigation of punishment.

Procedure when student pleads not guilty

53. (1) If the student pleads not guilty to 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, any documents or other articles in support of the case against the student.

(2) The student, employee of the University or another student of the University who represent such student shall have the right to question any witness and inspect such documents or articles, and the disciplinary authority may re-examine such witnesses.

(3) For the purposes of subrule (1), the witnesses shall be called upon by the disciplinary authority to give evidence at the hearing.

(4) Where the evidence referred to in subrule (3) has been received, and the disciplinary authority finds that there is no case to answer, the disciplinary authority shall decide that the student is not guilty of the disciplinary offence.

Student's evidence

54. (1) Where 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 given the chance to give his evidence, call any witness or produce any documents or other articles for his defence.

(2) The disciplinary authority may examine the student, any of his witnesses or inspect any such documents or articles produced by the student.

(3) The student may re-examine any of his witnesses which had been examined by the disciplinary authority.

Recall of witness

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

Pronouncement of decision

56. (1) After hearing the evidence of the witnesses and examining the documents or other articles produced before it, the disciplinary authority shall pronounce its decision in the case.

(2) If the disciplinary authority decides that the student is guilty of the disciplinary offence, the disciplinary authority shall invite the student to forward any plea for the mitigation of punishment.

(3) If after the student has forwarded his plea in mitigation of punishment under subrule (2), the disciplinary authority shall impose on the student one of the punishments specified in subrule 58(1) or any appropriate combination of two or more of such punishments.

(4) The decision of the disciplinary authority shall be communicated in writing to the student within fourteen days from the date of the decision.

Procedure when student makes written representation

57. (1) Where the student chooses to make written representation in accordance with subrule 49(2), the student shall make a plea in writing against the alleged disciplinary offence.

(2) If the student pleads guilty in his written representation, the student may include his plea in mitigation of punishment in the written representation.

(3) If the student pleads not guilty in his written representation, the student shall state the grounds upon which he relies to defend himself in the written representation.

(4) After considering the grounds put forward under subrule (3), the disciplinary authority shall give its decision in the case.

(5) If the disciplinary authority decides that the student is guilty of the disciplinary offence, the disciplinary authority shall inform the student of the decision in writing within fourteen days from the date of the decision, and shall request the student to forward any plea for the mitigation of punishment in writing within fourteen days from the date of receipt of the decision.

(6) If the disciplinary authority decides that the student is not guilty of the disciplinary offence, such decision shall be communicated in writing to the student within fourteen days from the date of the decision.

(7) After the student has forwarded his plea in mitigation of punishment, if any, under subrule (2) or (5), as the case may be, the disciplinary authority shall impose on the student one of the punishments specified in subrule 58(1) or any appropriate combination of two or more of such punishments within fourteen days from the date of receipt of such plea in mitigation of punishment.

(8) Any punishment imposed under subrule (7) shall be communicated in writing to the student within fourteen days from the date of the punishment imposed.

Disciplinary punishment

58. (1) Any student who is found guilty of any of the disciplinary offence under these Rules shall be liable to one or any appropriate combination of two or more of the following punishments:

- (a) a warning;
- (b) community service in accordance with the regulations made by the Board which shall not exceed 24 hours;
- (c) a fine not exceeding five hundred ringgit;
- (d) exclusion from being in any part of the Campus for a period as may be determined by the disciplinary authority;
- (e) expulsion or exclusion from staying in the hostel;
- (f) for disciplinary offence relating to the academic matters, suspension from sitting any examination as may be determined by the University;
- (g) suspension from being a student of the University for a period as may be determined by the disciplinary authority; or

(h) expulsion from the University.

(2) In respect of the disciplinary offences under rule 8, the disciplinary authority may, with the approval of the Senate, in addition to the punishment under subrule (1), impose punishment of a grade of fail for any particular course of studies or all courses of studies during the specified semester.

(3) For the purposes of this rule—

(a) “semester” means a duration of time allocated by the Senate for the purpose of lectures, examinations and other educational activities; and

(b) “community service” means any service or any activity that is done for the betterment of the public at large.

(4) Any student who fails to comply with the punishment referred to in paragraph (1)(b) shall be liable to a fine of five hundred ringgit.

Custody and disposal of exhibits

59. (1) The disciplinary authority may order any documents or other articles produced before it in the course of any disciplinary proceedings to be kept in its custody or in the custody of such person as the disciplinary authority may specify pending the conclusion of the disciplinary proceedings.

(2) The disciplinary authority shall, upon the conclusion of the disciplinary proceedings before it, make such order as it deems fit for the disposal of any documents or other articles produced before it in the course of the disciplinary proceedings, 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 documents or articles or the forfeiture of any such documents or articles.

Notes of disciplinary proceedings

60. (1) The disciplinary authority shall make or cause to be made written notes of all disciplinary proceedings before it.

(2) The notes of the disciplinary proceedings shall be kept in the custody of the disciplinary authority.

Register of disciplinary proceedings

61. (1) The disciplinary authority shall maintain a register of all disciplinary proceedings conducted under these Rules.

(2) The register referred to in subrule (1) shall record—

- (a) the name of the student;
- (b) the particulars of the disciplinary offence;
- (c) the progress of the disciplinary proceedings;
- (d) the result of the disciplinary proceedings; and
- (e) such other information or particulars as the disciplinary authority may direct.

Report of disciplinary proceedings

62. (1) Where a student has been found guilty of a disciplinary offence, the disciplinary authority may send a report in respect of the disciplinary proceedings to the following persons:

- (a) the Minister charged with the responsibility for higher education;
- (b) the parent or guardian of the student;

(c) the Federal Government or State Government, institution, statutory authority, commercial or business organization, or other body that is sponsoring the student; and

(d) the employer of the student, if any.

(2) The persons referred to in paragraphs (1)(b), (c) and (d) may, on his application to the disciplinary authority, be supplied with a certified copy of the notes of the disciplinary proceedings upon payment of any fee determined by the disciplinary authority, which shall not exceed five hundred ringgit.

(3) A certified copy of the notes of the disciplinary proceedings in respect of any particular case shall be supplied by the disciplinary authority to the Minister if the Minister requires such notes of disciplinary proceedings.

Payment of fine

63. (1) Where the disciplinary authority imposes a punishment of a fine on a student, the disciplinary authority 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 more than fourteen days—

(a) in the case of an oral representation, from the date of the imposition of a fine by the disciplinary authority; or

(b) in the case of a written representation, from the date of receipt of the notification of the punishment imposed under subrule 58(1).

Consequences of failure to pay fine

64. (1) If the student fails to pay the fine within the specified period, the amount of the fine shall be considered as a debt due to the University.

(2) The student who fails to pay the fine shall immediately be suspended from being a student of the University and shall not remain in or enter the Campus, in accordance with the academic rules of the University, 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 to the punishment under subrule 58(1), order the student to pay such compensation which is just and reasonable as it may determine in respect of any damage or loss to any property belonging to the University or any loss to the University or the employee of the University or any other student.

(2) The compensation determined under subrule (1) shall be paid by the student to the Bursar within such period as the disciplinary authority may specify and the Bursar shall cause the compensation to be paid to the University or the employee of the University or any other student that suffered the damage or loss under subrule (1).

(3) Subrule 64(2) shall apply *mutatis mutandis* where the student fails to pay the compensation determined under subrule (1) within the period specified under subrule (2).

Person who may be present at disciplinary proceedings

66. (1) No person shall be present at a disciplinary proceedings except—

- (a) the members of the disciplinary authority;
- (b) the students against whom the disciplinary proceedings is taken;
- (c) the employee of the University or another student of the University who represent such student;
- (d) the parents or guardians of the student;

(e) a witness who is called to give evidence by the disciplinary authority;
and

(f) such other person as the disciplinary authority may for any reason
authorize to be present.

(2) A person who is present at the disciplinary proceedings under paragraph (1)(f) shall not in any way interfere with the conduct of the disciplinary proceedings.

PART VI APPEALS

Notice of appeal

67. Any student who is dissatisfied with the decision of the disciplinary authority under these Rules, may appeal within fourteen days from the date of receipt of the decision of disciplinary authority, by submitting a notice of appeal together with the grounds of appeal in writing to the Student Disciplinary Appeal Committee.

Written representation of appeal

68. Any student who submits an appeal under rule 67 shall be permitted to make written representation before the Student Disciplinary Appeal Committee within fourteen days from the date of receipt of the decision of the disciplinary authority.

Procedure of Student Disciplinary Appeal Committee

69. (1) The Student Disciplinary Appeal Committee hearing an appeal shall decide on the appeal within sixty days from the date of receipt of the appeal.

(2) The Student Disciplinary Appeal Committee shall decide on the appeal solely on the merits of the appeal.

(3) Notwithstanding subrule (1), the Student Disciplinary Appeal Committee may, if it thinks just and necessary, and subject to the right of the student to be heard, request any further statement or additional evidence from any other person.

Decision of Student Disciplinary Appeal Committee

70. (1) In considering an appeal under rule 67, the Student Disciplinary Appeal Committee may—

- (a) confirm the decision made by the disciplinary authority;
- (b) confirm the decision of the disciplinary authority in relation to the student's disciplinary offence, but vary the punishment by imposing any one or any appropriate combination of two or more punishments under subrule 58(1) or otherwise;
- (c) set aside the decision made by the disciplinary authority and pronounce that the student is not guilty of the disciplinary offence; or
- (d) remit the appeal to the disciplinary authority for reconsideration.

(2) The decision of the Student Disciplinary Appeal Committee is final and shall be communicated in writing to the student within fourteen days from the date of the decision.

Appeal not to operate as stay of execution of punishment

71. (1) An appeal by a student shall not operate as a stay of execution of the punishment imposed under rule 58 or as a stay of the payment of any compensation ordered to be paid under rule 65.

(2) Notwithstanding subrule (1), the disciplinary authority may, direct the execution of the punishment imposed or payment of any compensation ordered to be paid be suspended until the appeal by the student is disposed.

PART VII
GENERAL

Declaration of interest

72. (1) If any member of the Student Disciplinary Committee has any interest in any disciplinary proceedings brought before him, the member of the Student Disciplinary Committee shall declare the nature of that interest in the meeting held by the disciplinary authority before the issuance of a notice under subrule 49(1) and such declaration shall be recorded in the minutes of the meeting at which the declaration is made.

(2) If the chairman or any member of the Student Disciplinary Appeal Committee has any interest in any appeal under rule 67, the chairman or any member of the Student Disciplinary Appeal Committee shall declare the nature of that interest in the meeting held by the Student Disciplinary Appeal Committee before the hearing of the appeal and such declaration shall be recorded in the minutes of the meeting at which the declaration is made.

(3) Any person specified under subrule (1) or (2) who has interest in any disciplinary proceedings brought before him shall not take part in the disciplinary proceedings or disciplinary appeal.

Service of notice and document

73. (1) The service of any notice or document under these Rules shall be executed personally or by a registered post to the last known address of the student, or by an electronic mail to the electronic mail address of the student against whom the disciplinary proceedings is taken.

(2) The service of any notice or document by way of a registered post shall be deemed to have been duly served on the student.

(3) The service of any notice or document by way of electronic mail shall be deemed to have been served and delivered upon sending of the notice or document to the student's electronic mail address.

Revocation

74. The University of Malaya (Discipline of Students) Rules 1999 [*P.U. (A) 267/1999*] are revoked.

Saving

75. Any disciplinary proceedings against a student and any appeal made, taken or begun and pending under the University of Malaya (Discipline of Students) Rules 1999 (“the revoked Rules”) shall, on the date of coming into operation of these Rules, be dealt with under the revoked Rules as if the revoked Rules had not been revoked by these Rules.

Made 9 December 2024

[KPT.PUU(S).100-1/21/1(11); PN(PU2)75D/V]

TAN SRI ZARINAH ANWAR
Chairman
Board of Directors
University of Malaya