



REGULATIONS OF THE AFRICAN UNIVERSITY OF SCIENCE AND TECHNOLOGY, ABUJA

13.0 STUDENT HONOR CODE AND STUDENT CONDUCT CODE: RECORDS, HOLDS AND ISSUANCE OF TRANSCRIPTS IN CASES OF DISCIPLINARY ACTION

13.0.1

The transcripts and future registration records of students subject to disciplinary action are placed on hold in accordance with the following guidelines. The Vice President Academic will place a hold on the records where:

- a) a student has committed Student Honor Code and/or Student Conduct Code violation culminating in suspension and/or expulsion;
- b) a student has been placed on interim suspension pending investigation and hearing in accordance with Regulation 7.0;
- c) a student has failed to appear before the Vice President Academic or designee, the Chief of Operations/Facilities Manager or designee or the Student Conduct Committee when notified as to his or her involvement in disciplinary matters;
- d) when a student fails to complete required sanctions by the assigned deadline; or
- e) a student with severe behavior problems is no longer attending the University, and it is the determination of the Vice President Academic or designee that a complete review of his or her record is to be made prior to re-enrollment.

13.0.2

When a student requests issuance of his or her transcript to another educational institution, outside agency or individual, such transcript shall be issued subject to the following guidelines:

- a) If the Office of the Vice President Academic has placed a hold on the transcript of a student in accordance with paragraphs 13.0.1 a, b, c or d above, the transcript will be issued with an overlay which states that the student is not in good standing with the University.
- b) If the Office of the Vice President Academic has placed a hold on the transcript of a student in accordance with paragraph 13.0.1 e above, the Vice President Academic or designee will review the record to determine and decide whether the transcript will be issued with an overlay which states that the student currently is not in good standing with the University and to contact the Office of the Vice President Academic for additional information.

13.0.3

The student conduct file of an accused student shall be destroyed within one calendar year if the student is found not responsible for violating the Student Conduct Code.

13.0.4

Notwithstanding the foregoing, if during the year of the student's graduation, the student requests in writing that his or her conduct record be destroyed, and that student can demonstrate that he or she has applied to graduate, that record will be evaluated. The record will be destroyed provided the student committed only one Student Conduct Code violation and did not:

- a) violate the Student Honor Code;
- b) cause personal injury;
- c) cause significant property damage;
- d) commit a felony violation of a state controlled substance law;
- e) disrupt the orderly operation of the University;
- f) violate the firearm, explosives, dangerous chemicals, ammunition or weaponry regulations of the University; or
- g) rise to the level of magnitude, or impact of violations described in (a)-(f) above.

The decision of the Vice President Academic or designee on whether or not to destroy a disciplinary record under this section (13.0.4) is final and is not appealable.