


FATIMA JINNAH INSTITUTE OF DENTAL SCIENCES LAHORE

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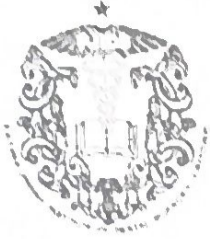


POLICY FOR FAIR & FORMAL PROCESS FOR ANY ACTION THAT AFFECTS STATUS OF A STUDENT


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To: Admin Officer



Medical Education Department

DME

Fatima Jinnah Institute of Dental Sciences Lahore



Policy to Ensure a Fair & Formal Process for any Action that Affects the Status of a Student

SCOPE: This policy applies to all currently enrolled students of FJIDS.

POLICY STATEMENT

This policy establishes disciplinary procedures to address problems with students' behavior or performance, allowing the administration to take appropriate corrective measures.

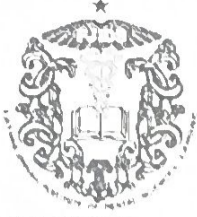
Strict disciplinary action may be taken against a student at FJIDS for committing any of the following offenses:

- Attempt to disrupt teaching, exams, or administration.
- Cheating.
- Damaging and defacing property.
- Ragging.
- Defecting of library books.
- Unauthorized entry / occupation of hostel.
- Immorality and harassment.
- Any act prejudicial to the good order and college discipline.
- Being disrespectful to a member of the faculty.

PUNISHMENTS

Punishments for the above offenses can include:

- Written warning.
- Summoning of parents to the college.
- Fines as determined by the discipline committee.
- Suspension for 1 - 4 weeks.
- Monitoring of conduct -- if no improvement, then expulsion or rustication.
- Withdrawal/expulsion/rustication for 1 - 2 years through the disciplinary committee.



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PROCEDURE

For all such offenses occurring in the institution, attached hospitals, and hostel premises, the head of the institution may refer the case to a Disciplinary Committee. This committee is appointed by the Academic Council and has the power to interview any student, staff member, or member of the public. It is empowered to send its recommendations to the head of the institution.

After considering the committee's recommendations, **disciplinary impeded action** by the head of the institution may take one or more of the following **disclosed actions/forms**, depending on the severity of the offence:

- The student may be asked to tender a verbal or written apology (to be placed on the student's record).
- A student may be placed on probation for up to three months; failure to improve conduct during this period may lead to expulsion.
- A student may be fined.
- Scholarship (if any) may be suspended or stopped.
- A student may be suspended from the institution roll for a time period determined by the Head of the Institution on the recommendation of the disciplinary committee.