



College of Pharmacy

Student Rights and Responsibilities

STUDENT RIGHTS AND RESPONSIBILITIES

Introduction

Rights and responsibilities make our communities better. Rights are freedoms we have that are protected by the laws and rules, while responsibilities are duties that we should do. In order to be good students, or members of the pharmaceutical sciences program, we must understand our rights and responsibilities.

Student rights

According to rules and regulations, the student at the pharmaceutical sciences program have the following rights and privileges:

1. **Academic evaluation rights:** Students have a right to be
 - a. Evaluated promptly, conscientiously, and without prejudice or favoritism.
 - b. Evaluated in consistent with the criteria stated at the beginning of the course
 - c. Evaluated in an atmosphere that values academic integrity.

2. **Learning environment:** Students have a right to have:
 - a. Academic counselling with professional academic adviser
 - b. Favorable learning environment and climate conducive to learning and thinking quality education.
 - c. Freethinking according to Islamic teachings and traditions.
 - d. Full Information of study plans, curricula.
 - e. Clear exam regulations and timetables
 - f. Easy access to course registration and learning resources.
 - g. Easy access of teaching staff in class, labs and office hours.
 - h. Access to all student facilities, services, events, and activities.

3. **Classroom rights:** Students have the right, to receive reasonable notice of the general content of the course and notice of what will be required of them at the beginning of the course in the form of a syllabus.

4. **Privacy and confidentiality:** Students have a right to security and privacy of information and academic record.

5. **Grade Appeal:** Students have a right to appeal a final exam grade if they believe it does not correctly reflect their performance in the exam. Students should discuss the grade with the instructor. If the matter is not resolved with the instructor, the appeal should be discussed with the appropriate department chair. If the matter is still not resolved, it should be discussed with the appropriate Academic Dean. If the matter remains unresolved, the student may appeal the issue to the Standing Committee on Grade Appeals.

6. **Student records:** Students have a right to
 - a. University ID card to use on and outside campus during the study
 - b. Graduation Certificate and educational records accurately reflect their performance.
 - c. Examine and challenge information in their educational records.
 - d. Participate in Membership of student committees and student organizations according to the rules and regulations.

7. **Due process:** Students have a right to due process in any proceeding involving the possibility of sanctions. This includes the right of notice of alleged violations, the right to be heard relative to the allegations, and the right to impartial decision and review.

8. **Financial Aid Appeal:** Students have a right to appeal a financial aid decision.

9. **Freedom from discrimination:** Students have a right to be free from discrimination. University policy prohibits discrimination against a student because of their race, color, identity, national origin, religion, sexual orientation, marital status, or disability.

Student responsibilities

Student at the pharmaceutical sciences program should:

1. Comply with University rules and regulations.
2. Avoid misconduct on and off the campus.
3. Attendance of lectures and activities.
4. Show student ID card upon demand.
5. Adhere to proper traditional uniform on campus.
6. Avoid cheating and plagiarism.
7. Protect University property, equipment, and facilities.
8. Proper use of University computing and internet.
9. Abstain from unauthorized activities and associations.
10. Refrain from issuing unauthorized leaflets and brochures.
11. Refrain from unauthorized fund raising.
12. Kind treatment of faculty, staff, and employees.
13. Keep and maintain official email address.
14. Follow up University announcement and information.
15. Sincerity in pursuing learning activities.
16. Keep time frame for academic services.
17. Bring no dangerous material and weapons on campus. announcement and information. Sincerity in pursuing learning activities.
18. Keep time frame for academic services.

19. Bring no dangerous material and weapons on campus.

Violations and Penalties

A. Violations

Infractions include all violations of Islamic faith teachings, laws, University rules, government regulations. Student committing such infractions and violations will be subjected to disciplinary action by College and/or University Disciplinary committees.

1. Violation of University regulations and damage its property.
2. Intended disruption of education activities and exams.
3. Actions and words that threaten dignity and honor.
4. Cheating and plagiarism.
5. Attending exams on behalf of others.
6. Formation of unauthorized associations.
7. Assembling unauthorized events.
8. Vandalizing University property, facilities, and equipment.
9. Unauthorized and unapproved distribution of leaflets and brochures.
10. Unauthorized and unapproved collection of donation.
11. Unauthorized and unapproved use of camera and filming equipment.
12. Forgery in all sorts and forms.
13. Contravening University smoking regulations.
14. Un respected treatment with other students, faculty, staff, and employees.
15. Possession of hazardous material and weapons on campus.
16. Absence from University accommodation without notice.
17. Failure to comply traditional uniform and attire

B. Penalties

1. Verbal or written notice with a copy placed in academic file.
2. Written warning with a copy to parent.
3. Denial of some University benefits (e.g. accommodation)
4. Denial of one or more final exams.
5. Suspension for one semester or more.
6. Expulsion from university.

In all cases, a violating student is liable for all damaged properties replacements, repairs, instalments as well as punitive damages.