

Royal College

OF SCIENCE & TECHNOLOGY, RUIRU

P.O. BOX 95, 00232, RUIRU. TEL. 0724 or 0734 547227, 020 2452717

STUDENTS CODE OF REGULATIONS

INTRODUCTION

Welcome to Royal College. Teaching and learning take places in an atmosphere of peace and orderliness. The endeavor of this vital College activity can promoted by the suitability of each of the two factors or demeaned by the very opposite of the same. Peace and orderliness can be enhanced, promoted and enforced where rules and regulations exist, understood and upheld by all. The rules and regulations form the foundation of expected behavior and conduct of each member of a society. You have just joined a society of Royal College teachers, staff and students, and there is certain conduct and general behavior that is expected of you as an individual. It is therefore imperative that high level of general behavior that is expected of you as an individual. It is therefore imperative that high level of self discipline is maintained if the very objective of teaching and learning is to be achieved. It is because of the foresaid that Royal College of Science and Technology in reference to the existing education ethics has formulated a well defined and simplified code of regulations to guide all through their aspirations. The rules are subject to change from time to time to accommodate changing circumstances and at the discretion of College board of directors. They must be strictly adhered to.

THE RULES AND REGULATIONS

- Rule 1.** Smoking -Smoking is forbidden within the college premises.
- Rule 2.** Drugs - Abuse of non-prescription drugs is prohibited. Any student found in possession of, or in any way dealing in drugs of abuse will be liable to expulsion.
- Rule 3.** Alcohol - Alcoholism and drunkenness, possession of alcoholic drinks or dealing in alcohol in way within the college premises is strictly prohibited. Students caught smelling or in possession of alcohol will face possible expulsion from the College. Any infringing must be reported to the administration in confidence and that both teaching and non teaching staff must be alert at all times to the possible presence and or use of banned substances.
- Rule 4.** No gum, sweets, food or drinks will be allowed in lecture theatres, laboratories and the library.

- Rule 5.** Students are advised not to bring to the college unnecessary personal valuables which may cause conflict in the event of loss or theft. The College will not assume responsibility or get involved in any way for such loss.
- Rule 6.** It is a criminal offense to possess offensive and dangerous weapons
Capable of causing intended or unintended harm to others and college property.
Possession of the same is a police case.
- Rule 7 .** All assignments must be completed satisfactorily and in accordance with the lecturer's instructions. Copying work done from others will lead to disciplinary action.
- Rule 8.** Dress code. The college requires students to be well groomed, dress appropriately and decently. Indecent dress will be admonished.
- Rule 9.** Students are expected to attend all the scheduled lectures and work periods without fail. Habitual absence from lectures and course work without written permission will lead to academic disciplinary action. Even where permission has been given for absence, it is the responsibility of the student to make up the lost lectures, practicals and other learning activities.
- Rule 10.** A student is liable to expulsion if:
- (i) There is habitual lateness and/or un-permitted absenteeism
 - (ii) Exhibition of disrespect to teachers, members of staff and to fellow students.
 - (iii) Engages in vandalism and willful destruction of college property.
 - (iv) Incites other students to engage in unlawful activities, or causes disobedience to the lawful authority of the college.
- Rule 11.** In all matters of discipline and for any disciplinary action taken by the management, the student can appeal to the college board of directors in writing through the chairman, and the board's decision shall be final.
- Rule 12.** All students will be required to conduct themselves with decorum and dignity. Unbecoming behavior such as shouting anyhow, harassing other students or members of the staff, behavior and acts of commission and omission that generally cause discomfort to others and render teaching and learning difficult, will not be tolerated.
- Rule13.** All students must make timely arrangement to pay college fees and ensure that their guardians understand the College policy on the same. Students who default on College fees will neither be allowed to attend lectures, sit for CATs nor sit for semester exams.

I hereby acknowledge reading and understanding the RCST rules and regulations and commit myself to abide by them to the letter.

Student

Name**Adm. No.**.....

Signature.....**Date**.....