



Misconducts & Penalties

Student Behavior
Oversight Committee

*Fatima College of Health Sciences
Abu Dhabi Polytechnic*



The Code of Conduct

The Code of Conduct aims to control students' behavior and limit the spread of violations by instilling and promoting good morals and practicing positive behaviour.

The Code of Conduct applies to students of Abu Dhabi Polytechnic and Fatima College of Health Sciences and aims to:

- Building student positive behaviour in the college community
- Promoting and encouraging positive conduct and limiting violations and misconducts
- Providing a suitable educational environment to achieve an integrated education
- Applying the principles and culture of encouraging and caring in society to minimize misconducts
- Promoting student and parent awareness of their obligations to keep self-control and good behaviour
- Providing a regulatory reference to deal with student behaviour
- Guaranteeing execution of proper mechanisms to tackle and resolve misconducts
- Rehabilitating misconduct cases



List of Misconducts & Penalties

Misconduct Type		1 st Offence		2 nd Offence		3 rd Offence		Comments
		The bare minimum	The bare maximum	The bare minimum	The bare maximum	The bare minimum	The bare maximum	
1	Entry through the main gate not designated for students	Verbal warning	Written warning and must leave the campus	Written warning	Written warning and must leave the campus	Final written warning	Temporary suspension	Repeat the violation after the third time, the student is dismissed from college
2	Attempting to cheat directly or indirectly and of all kinds or using electronic devices or mobile phones in exams and in any assignments	Failing the course, obtaining XF grade, receiving written warning and 500 AED stipend deduction	Temporary dismissal, obtaining XF grade, receiving written warning and 500 AED stipend deduction	Dismissed from college	-	-	-	
3	Cheating or assisting others in cheating directly or indirectly, or using electronic devices or mobile phones in exams and in any assignments	Failing the course, obtaining XF grade, and dismissed from college	-	-	-	-	-	
4	Leaking exam questions or participating in it in any way	Temporary suspension	Dismissed from college	Dismissed from college	-	-	-	The decision is made by Student behavior oversight committee



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5	Non-compliance with college dress code and general appearance: A heavy coating (makeup), flashy abaya, not wearing the hijab (Sheila) in a decent way, and placing it on the shoulder. Long nails, strange haircuts, long hair for male student and non-compliance with the national dress for males "Kandora and Ghutra", Tattoo, low personal hygiene and bad smell, strong perfume smell that causes disturbing other.	Verbal warning	Written warning and must leave the campus	Written warning and leave the campus and 500 AED stipend deduction	Written warning and leave the campus and 1000 AED stipend deduction	Final warning and leave the campus and 1000 AED stipend deduction	Temporary suspension	Dress code is allowed during the training/work period only Repeat the violation after the third time, the student is dismissed from college
6	Imitating the opposite gender, In clothing and appearance, such as hairstyles and makeup for male students	Dismissed from college	-	-	-	-	-	



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		The bare minimum	The bare maximum	The bare minimum	The bare maximum	The bare minimum	The bare maximum	
7	Sexual harassment or assault on campus, bus, or during various college activities	Dismissed from college	-	-	-	-	-	The decision is made by Student behavior oversight committee
8	Refusal giving the college ID card and/or college number upon request	Written warning	Final warning	Temporary suspension	-	Dismissed from college	-	
9	Refusal to present Alhosn Application upon request	Verbal warning and leave the campus	-	Leave the campus, written warning and refer to the official authorities to take the necessary action(s)	-	Temporary suspension		Repeat the violation after the third time, the student is dismissed from college
10	Disrespect for faculty or administrative staff, employees, students or guests of the college (aggressive demeanor, loud voice, defamation, verbal or written abuse or bullying of various types and forms, blackmail)	Final warning and leave the campus and 500 AED stipend deduction	-	Temporary suspension	Dismissed from college	Dismissed from college	-	The decision is made by Student behavior oversight committee



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11	Abuse of political, religious or social symbols in the country	Dismissed from college	-	-	-	-	-	The decision is made by Student behavior oversight committee
12	Broadcasting or promoting extremist beliefs, excommunication, atheistic or offensive ideas and beliefs to the religious, political or social systems of society	Dismissed from college	-	-	-	-	-	The decision is made by Student behavior oversight committee
13	Insulting religions or others, or provoking everything that causes sectarian strife on campus or contrary to the spirit of tolerance	Dismissed from college	-	-	-	-	-	The decision is made by Student behavior oversight committee
14	Use of fireworks of any kind (causing smoke and/or loud noise, etc.)	Temporary suspension	-	Dismissed from college	-	-	-	The decision is made by Student behavior oversight committee



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15	Possession or use of firearms, blades, or the like on campus, on the bus, or in various college activities	Dismissed from college	-	-	-	-	-	The decision is made by Student behavior oversight committee
16	Conviction of the student by the court in any legal case	-	-	-	-	-	-	The decision is made by Student behavior oversight committee on a case by case basis
17	Wearing headphones or making a phone call while talking to faculty, staff (student services) or during a lecture, exam, tutorial, labs., clinical, etc.	Verbal warning	Written warning	Written warning	Final warning	Final warning	Temporary suspension	Repeat the violation after the third time, the student will be dismissed from college
18	Misuse of any electronic devices such as tablets and others during a lecture, exam, tutorial, labs., clinical, etc.	Verbal warning	Written warning-	Written warning	Final warning	Temporary suspension	Dismissed from college	



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19	Hacking or attempting to hack electronic devices	Temporary suspension	-	Dismissed from college	-	-	-	
20	Smoking of all kinds on campus premises or during college activities, inclusive of vaping or mist of any kind	Temporary suspension and 500 AED stipend deduction	Dismissed from college	Dismissed from college	-	-	-	The decision is made by Student behavior oversight committee
21	Entering unauthorized places and facilities	Verbal warning	-	Written warning	-	Final warning	Temporary suspension	Repeat the violation after the third time, the student will be dismissed from college
22	Eating or drinking in unauthorized places (e.g. classrooms, laboratories, prayer rooms, etc.)	Verbal warning	Volunteer work	20 hours deduction from volunteer work (Fazaa)	Written warning	Final warning	-	Volunteer work is not counted from the volunteer hours required of the student + repeat the violation after the third time, the student is under suspension



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23	Misuse of college ID card between students (E.g. Identity Theft / Impersonations) to enter & exit college	Final warning and 500 AED stipend deduction	-	Temporary suspension and 500 AED stipend deduction	-	Dismissed from college	-	
24	Leaving college before class schedule (Exit college without green card and /or permission)	Verbal warning	-	Written warning	-	Final warning	-	Repeat the violation after the third time, the student is under Temporary suspension
25	Using campus parking area without prior permission	Verbal warning	Written warning	Written warning	-	Final warning	-	Repeat the violation after the third time, the student is under Temporary suspension
26	Providing false malicious complaint(s) against employee(s)	Temporary suspension	-	Dismissed from college	-	-	-	The decision is made by Student behavior oversight committee



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27	Using college transportation without prior registration or fees payment	Verbal warning and payment of the amount due	-	Written warning and payment of the amount due	-	Final warning	-	Repeat the violation after the third time, the student is under Temporary suspension
28	Providing incorrect testimony and / or information with the purpose of misleading investigation	Temporary suspension	-	Temporary suspension	-	Dismissed from college	-	The decision is made by Student behavior oversight committee
29	Physical abuse to an employee or a student	Dismissed from college	-	-	-	-	-	The decision is made by Student behavior oversight committee
30	Consumption, possession or distribution of alcohol, drugs, or any illegal material and / or attending to the college intoxicated	Dismissed from college	-	-	-	-	-	The decision is made by Student behavior oversight committee



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31	Distributing any obscene materials through email account and / or network	Dismissed from college	-	-	-	-	-	The decision is made by Student behavior oversight committee
32	Collecting charity for any purpose - in campus without prior permission	Written warning	Final warning	Final warning	Temporary suspension	Temporary suspension	Dismissed from college	The decision is made by Student behavior oversight committee
33	Degradation of facilities (E.g. Leaving or throwing food waste, paper tissue, etc.)	Verbal warning	Volunteer work and 500 AED stipend deduction	Written warning and volunteer work and 500 AED stipend deduction	-	Final warning and deduction of 20 hours of volunteer work (Fazaa)	-	Repeat the violation after the third time, the student is under Temporary suspension
34	Student gatherings and / or partying without prior permission from student services dept. (includes gathering of male and female students)	Verbal warning	-	Written warning	-	Final warning	-	Repeat the violation after the third time, the student is under Temporary suspension



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35	Disrespecting security guards (E.g. refusing to follow instructions received by security guards)	Written warning	Final warning	Final warning	Temporary suspension	Temporary suspension	Dismissed from college	
36	Causing inconvenience and disturbance to others (E.g. Talking and / or laughing loudly in unallocated places)	Verbal warning	-	Written warning	-	Final warning	Temporary suspension	
37	Damages, break, vandalizing and/ or misuse any of the campus property	Written warning and pay the amount of damages	-	Pay the amount of damages and Temporary suspension	-	Pay the amount of damages and dismissed from college	-	
38	Disrespecting bus driver (E.g. Inappropriate talk, giving orders)	Verbal warning	Written warning	Written warning	Final warning	Final warning	Temporary suspension	Repeating the violation after the third time, the student Will be dismissed from college



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39	Stealing and / or covering up stolen property of others	Dismissed from college	-	-	-	-	-	The decision is made by the Student behavior oversight committee
40	Bringing, possessing, displaying and promoting unauthorized material, (Physical, media or electronic) that violate / offend public morality	Dismissed from college	-	-	-	-	-	The decision is made by the Student behavior oversight committee
41	Incitement or agreeing on committing any acts of violence or quarrels against others on campus	Final warning	Temporary suspension	Temporary suspension	Dismissed from college	Dismissed from college	-	The decision is made by the Student behavior oversight committee
42	Non-compliance during the investigation to comply with the process and showing inappropriate attitude towards student behavior oversight committees	Temporary suspension	Dismissed from college	Dismissed from college	-	-	-	



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		The bare minimum	The bare maximum	The bare minimum	The bare maximum	The bare minimum	The bare maximum	
43	Misuse of college ID card (E.g. Identity Theft / Impersonations) to persons that are not students	Temporary suspension	-	Dismissed from college	-	-	-	
44	Misuse of communication tools, social media, or photography for the illegal or immoral purposes, which offends the college, its employees, or others inside or outside the campus	Written warning and 500 AED stipend deduction	Final warning and 500 AED stipend deduction	Final warning and 500 AED stipend deduction	Temporary suspension	Dismissed from college	-	
45	Providing incorrect and / or misleading medical information and not informing student service dept. about the updates regarding medical health condition, if any	Written warning	Temporary suspension / Dismissed from college	-	Dismissed from college	-	-	If first time offence, medical/health report is reviewed and the decision is made by Student behavior oversight committee
46	Failure to adhere or comply with the appropriate escalation for student complaint policy and procedure (student grievances) or suggestions	Written warning	-	Final warning	Temporary suspension	Temporary suspension	Dismissed from college	Repeating the violation after the third time, the student will be dismissed from college

Student Behavior Oversight Committee

is defined as a central committee between ADPoly and FCHS

In case of Temporary Suspension:

- o The violation is submitted to the Student behavior oversight committee.*
 - o The temporary suspension is for one semester, not including the summer semester.*
 - o Final approval authorization is carried out by the College Director.*
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In case of Final Dismissal:

- o The violation is submitted to the Student behavior oversight committee.*
 - o Final approval authorization is carried out by the IAT Managing Director*
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In case of Temporary Suspension and/ or Final Dismissal

the recommendation shall be made by the Student behavior oversight committee.

Stipend Deduction for Nationals

In the case of a penalty for Stipend Deduction for nationals, the amount shall be deducted from the stipend.

Stipend Deduction for Non-Nationals

In the case of a penalty for Stipend Deduction for non-nationals, the amount of the deduction is added to the tuition fees.

Committee's Right

The committee has the right to permanently dismiss the student in case of repeating the same violation more than three times.

Student Behavior Oversight Committee

If the violation is not included in the code of misconduct and penalties, the misconduct and penalty shall be assessed by the student behavior oversight committee.

Notification

The student and guardian(s) shall be notified when the penalty is issued.

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