

By-Laws No. 01 of 2018 on Student Discipline

PART - I

# The Universities Act No. 16 of 1978 amended by the Universities (Amendment) Act No. 7 of 1985

By-Laws made by the Council of the Wayamba University of Sri Lanka under Section 29 (n) read with Section 135 (1) (d) of the Universities Act No. 16 of 1978 amended by the Universities (Amendment) Act No. 7 of 1985

#### **By-Laws**

#### PART I - GENERAL

- These By-Laws may be cited as the "By-Laws No. 01 of 2018 relating to Students Discipline" and shall come into operation on 01.11.2018. These By-Laws supersede any other By-Laws or Regulations that may have been issued to students earlier.
- 1.2 Notwithstanding anything to the contrary in any of the provisions of these By-Laws, the Vice-Chancellor shall take appropriate action he deems necessary to maintain discipline at the University and nothing in these By-Laws shall be construed in a manner to detract from the powers, duties and functions conferred on or imposed upon the Vice-Chancellor by the Universities Act No. 16 of 1978 amended by the Universities (Amendment) Act No. 7 of 1985 [hereinafter referred to as the "Act"] or by any other instrument.
- 1.3 (i) Upon the coming into operation of these By-Laws there shall be established a Board of Discipline *Establishm* [hereinafter referred to as the "Board"] constituted of *L* as provided in Sub-Paragraph (ii)

Establishment of the Board of Discipline

(ii) The Board of Discipline shall consist of the following members, who shall hold office for a period of 03 (three) years with effect from the date of appointment.

Members of the Board of Discipline

- (a) The Dean of each Faculty;
- (b) A Proctor, if any, or a Deputy Proctor nominated by the Proctor;
- (c) Two Wardens, if any, nominated by the Vice-Chancellor;

- (d) Two members of the Council nominated by the Council from among its appointed members:
- (e) Two Senior Student Counsellors nominated by the Vice-Chancellor.
- (iii) The Registrar or his nominee shall be the ex-officio Secretary of the Board.
- (iv) The Chairman of the Board shall be elected by the members from among the Deans and he shall preside at all meetings of the Board. If the Chairman is unable to preside at a meeting the members shall elect another Dean to preside at such meeting.
- (v) The Chairman shall hold office for a period of one year reckoned from the date of his election so long as he retains the status of membership by virtue of which he was eligible for election as the Chairman of the Board. He is eligible for re-election.
- (vi) The quorum for the meeting of the Board shall be seven members.
- 1.4 Subject to the provisions of the Act and of any other appropriate Instrument, the Board shall have the following powers, duties and functions:-
  - (i) To regulate and determine all matters concerning the maintenance of student discipline within the University;
  - (ii) To make Rules pertaining to student discipline within the University;

Powers, duties and functions of the Board of Discipline

- (iii) The Vice-Chancellor shall appoint an inquiry officer/Committee of Inquiry to inquire into any incident where he thinks it appropriate in the circumstances and the Board of Discipline shall consider such reports made by such Committee and recommend appropriate action within the scope of the Schedule II of these By-Laws.
- (iv) To recommend appropriate penalties or punishments as per the Schedule II of these By-Laws on any student or students who have been found guilty of any acts of indiscipline or misconduct or who have been found guilty of an offense under these By-Laws or, of acting

- in contravention of the provisions of these By-Laws or the rules made by the Board.
- (v) To do all such other acts incidental to the powers aforesaid, as may be required in order to further the objectives of these By-Laws.

#### Part II - Students' Registration and Identity

2.1 Without prejudice to the generality of the powers duties and functions conferred upon or imposed on the Council by the Act or any other Instrument, the Council shall be responsible for the administration and implementation of these By-Laws.

Registered student

- 2.2 (i) These By-Laws shall apply to every Registered Student of the Wayamba University of Sri Lanka [hereinafter referred to as the "University"]
  - (ii) (a) For the purpose of these By-Laws "Registered Student" means any student who had already been duly admitted and registered at the University for any academic year or any student who is duly admitted and registered from time to time in respect of any Academic year, or other period of study.
    - (b) "Academic Year" for the purpose of these Bylaws, shall be construed to mean the academic year as decided by the Senate from time to time.
  - (iii) (a) Every student of the University shall be of good behavior and shall at all times conduct himself in an orderly manner befitting the status of an undergraduate.
    - (b) Students of the University shall at all times endeavor to safeguard the dignity, good name and reputation of the University.
- 2.3 Students are admitted and registered as undergraduates of the University, subject to their good behavior and the observance of strict discipline.
- 2.4 Each and every student duly registered as a student of the University, shall be issued with a copy of these By-Laws, the provisions of which will be binding on him in conformity with the declaration made by him.

2.5 Upon the receipt of an application on the prescribed from for registration as a student of the University together with such documents as may be necessary for this purpose the Registrar or such other officer as may be nominated by him for this purpose shall register such student and shall issue the student so registered an Identity Card and a Student Record Book bearing a recent photograph of the student concerned, duly embossed with the seal of the University which shall be final and conclusive evidence pertaining to the identity of the student and also to the accuracy of the particulars stated therein.

Student Identity card & Record Book

2.6 Every registered student of the University shall have in his possession either such Identity Card or Student Record Book which he shall produce when called upon to do so by a member of the academic staff or by any officer authorized by the Vice-Chancellor or Registrar for this purpose.

Possession of Student Identity Card or Student Record Book

- 2.7 If any registered student shall fail to produce or willfully refuses to produce or neglects to produce such Identity Card or Student Record Book when called upon to do so by an authorized officer of the University, such student shall be deemed to be guilty of an offence punishable under these By-Laws.
- In the event of the failure or the refusal to produce such Identity Card or Student Record Book to any member of the academic staff or an authorized officer, such officer shall have the power to take such student into custody and to produce him before the Dean of the respective Faculty or Warden of the respective Hall of Residence of such student if he claims to be residing in a Hall of Residence for identification. In the event of such student not being a resident of a Hall of Residence, such student may be produced before the Chief Security Officer, who shall report him to the Proctor for appropriate action.
  - (i) Any member of academic or administrative staff or any officer authorized by the Vice-Chancellor including Marshals and Security Officers have the right to request/view and record the identity card details by necessary means for later actions.
  - (ii) If a student fails to produce the identity card the staff member has the right to take a portrait picture of the student for the same record and purpose.
- 2.9 The particulars stated in the Identity Card or Student Record Book shall be deemed to contain prima facie evidence of the status of the student.

- 2.10 (i) The Dean of each Faculty of the University shall have full power and authority to exercise supervisory control over the discipline of all students within the Faculty.
  - (ii) The Vice-Chancellor may appoint a senior academic member as the Proctor of the University and he shall act on behalf of the Vice-Chancellor in matters of student discipline within the University. The Vice-Chancellor may delegate any of his powers and duties regarding student discipline within the University to the Proctor.
  - (iii) The Vice-Chancellor may, in consultation with the Dean and the Proctor, appoint a member of the academic staff of each Faculty as the Deputy Proctor for such Faculty. The first Deputy proctor may be appointed by the Vice-Chancellor in consultation with the Dean of the respective Faculty.
  - (iv) A Deputy proctor shall assist the Dean and the Proctor in matters of student discipline within the Faculty.
  - (v) A Deputy Proctor shall also assist the Proctor in his functions as Proctor in matters of student discipline within the University.
- 2.11 For the purpose of exercising the powers conferred upon the Dean, he may issue from time to time instructions as he deems necessary for the maintenance of discipline in such Faculty.
- 2.12 Where the Dean of a Faculty of the University is satisfied that there is a likelihood of the breakdown of the smooth functioning of his Faculty due to the disorderly behavior or conduct on the part of a student or students, the Dean may take immediate remedial measures with the assistance of the Proctor and his Deputies to prevent a breakdown of the functioning of the Faculty by;
  - (i) Reprimanding such student or students for disorderly behavior,

or

(ii) Suspension of such student or students from the University or from attending lectures/courses etc. for a period not exceeding two weeks.

- (iii) Reporting to the Vice-Chancellor for action of such behavior of a student or students where a Dean is of the opinion that the incident is of such nature that it requires the intervention of the University authorities for appropriate action under the By-Laws of the University.
- 2.13 The Dean shall report to the Vice-Chancellor and the Proctor any disciplinary action taken by the Dean under these By-Laws.
- 2.14 Upon the coming into operation of these By-Laws the University shall have full power and authority to consider and assess the conduct of each student in determining the eligibility of such student for the conferment on him of the degree, diploma, certificate or other academic distinctions.
- 2.15 Every Registered student shall be bound to protect and safeguard the property of the University. "Property" for this purpose includes buildings, libraries, lecture halls, furniture, equipment and all other movable and immovable assets of the University.
- 2.16 If in the event of any student being found guilty of damaging of destroying or attempting to damage or destroy the property of the University, he shall be deemed to have committed an offence and shall be dealt with in accordance with the provisions of these By-Laws.
- 2.17 Every student shall endeavor to foster a corporate and community spirit of life and shall always respect the liberty, freedom and personality of fellow students.
- 2.18 No Students shall engage in anti-social actions or in any act calculated to humiliate, ridicule, hurt or harass a fellow student or any other person within the University or engage in any other anti-social conduct which may bring the University to disrepute.
- 2.19 No student shall incite, provoke or aid and abet any other student in the commission of any of the acts specified herein before.
- 2.20 Any student who acts in violation of paragraphs 2.2 (iii) (a) & (b) and 2.18 to 2.19 of these By-Laws shall be guilty of an offence punishable under the provisions of these By-Laws.

- 2.21 (i) No meeting may be held within the University premises by any student or students, students' union or society or other association of students of the University except with the written approval of the Vice- Chancellor/Proctor. The Dean of the Faculty may permit the holding of a meeting of the Faculty students, Faculty Unit or Society where it is restricted to the students of such Faculty.
  - (ii) Where the approval of the Vice-Chancellor/Dean/ Proctor, as the case may be, has been so granted subject to such terms and conditions relating to the venue and date of such meeting and its duration and any other matter as may be deemed to be necessary in the circumstances, the meeting must be held in conformity with all such terms and conditions.
  - (iii) Any student who summons or causes the holding of a meeting other than in the manner prescribed in the foregoing paragraph or aids and abets any other person to summon or hold such meeting shall be guilty of an offence and shall be liable for punishment, under the provisions of these By-Laws.
  - (iv) (a) Unless the prior written consent of the Vice-Chancellor has been obtained, no subscription or currency may be collected from among the students, staff of the University or the general public by any union, society or association.
    - (b) Provided, however, that the provision of this paragraph shall not apply to a subscription collected by a registered union, society or association in accordance with its Constitution or any By-Laws made in terms of section 115 (2) of the Act.
- 2.22 (i) No notice, pamphlet, publication or other printed material detrimental to the good name and discipline of the University, words defamatory of any member of the staff or student of the University, may be published and/or distributed, circulated or exhibited in any Hall of Residence, Lecture Hall/Room, Laboratory on any other building or any other property standing on the premises of the University within its territorial boundaries.

Provided however, that the provision of this paragraph shall not apply to notices, pamphlets, publications and printed material relating to the activities of any registered Students' Union, Society or other Association established and recognized under Section 115 of the Act and intended solely for the furthering of academic or social objectives.

Provided that such material shall not be detrimental to the good name and discipline of the University, or any member of the staff or student of the University.

- (ii) Any note, pamphlet, bulletin published should contain the signature of the President or the Secretary of such Organization.
- 2.23 The Board of Discipline may for any breach of these By-Laws or for any offence punishable under the provisions of these By-Laws by any registered student, recommend to the Vice-Chancellor the imposing on him of any one or more of the punishments as per the Schedule II of these By-Laws.
- 2.24 (i) Upon the declaration of an order of closure or out of bound declaration by the University authorities/ Vice-Chancellor, every student of the University shall be bound to act in accordance with this order and shall leave the University premises before the stipulated time specified in such order.
  - (ii) Any student who acts in contravention of the provisions of the foregoing paragraph shall be deemed to have committed an offence and shall be liable to be punished in accordance with the provisions of these By-Laws.

#### Part III - Disciplinary Procedure

- 3.1 Any charge of misconduct/indiscipline against a student shall in the first instance be reported to the Vice-Chancellor.
- 3.2 Where the Vice-Chancellor receives information relating to any misconduct/indiscipline and considers that further particulars should be obtained, may request a member of the staff to proceed to the place in question and to report on the same with immediate effect.

- 3.3 Where the Vice-Chancellor is satisfied on the availability of evidence relating to misconduct/indiscipline, shall appoint;
  - (i) one or more members of the academic staff of the University

or

(ii) any other suitable external person or committee comprising of external parties

to investigate the facts and submit their conclusions and recommendations in writing to the Vice Chancellor.

3.4 The officer/committee mentioned in 3.3 shall submit their conclusions in writing to the Vice-Chancellor. These recommendations shall be the punishments as appropriate or conducting a formal inquiry.

The procedure to be followed has been set out in Schedule I.

- 3.5 On receipt of the recommendations under 3.4 above, the Vice-Chancellor shall,
  - (i) Issue a warning letter / acquit the student
  - (ii) Refer the same to the Board of Discipline to recommend the punishments within the scope of the Schedule II and place the recommendation of BOD before the Council for ratification.

If the inquiry officer/committee has recommended conducting a formal inquiry it shall be done in accordance with the Schedule I of these By-Laws.

- 3.6 Any inquiry officer/committee appointed by the Vice-Chancellor shall have the power to summon any student of the University/Campus/Institute as the case may be to render whatever assistance needed to conduct inquiries on matters pertaining to provisions of any By-Law. A student who does not so comply shall be guilty of a punishable offence.
- 3.7 The provisions of the Prohibition of Ragging and Other Forms of Violence in Educational Institutions Act No. 20 of 1998 will also be considered by the inquiry committee if any student has committed an offence falling under this Act as per the Attachment 1.

#### **Part IV - Student Counselling Services**

4.1 The Vice-Chancellor shall appoint Student Counsellors for a Faculty from among the academic staff members of such Faculty upon the recommendation made by the Dean of such Faculty.

Appointment of Student Counsellors

4.2 The Vice-Chancellor shall appoint Senior Student Counsellor/s from among the academic staff members of the university who shall assist the Vice-Chancellor in matters of student discipline within the University.

Appointment of Senior Student Counsellors

4.3 The Student Counsellor will have the following powers:

Powers of Students Counsellors

- (i) To call upon any student of the University to produce his/her Identity Card or Student's Record Book.
- (ii) To report to the Vice-Chancellor if he considered any student to have deemed to have violated the provisions of these By-Laws.
- 4.4 (i) To call upon any student of the University to produce his/her Identity Card or Student's Record Book.

Powers of an Academic Staff Member

- (ii) Order any student to leave the lecture hall, classroom, laboratory or the library.
- (iii) To report to the Vice-Chancellor if he considered any student to have deemed to have violated the provisions of these By-Laws.
- 4.5 The Marshal of the University shall be accountable to the Registrar and shall act in accordance with the advice and orders given by the Vice-Chancellor and the Registrar.

Powers of the Marshal

- (i) To call upon any student of the University to produce his/her Identity Card or Student's Record Book.
- (ii) To report to the Senior Student Counsellor or Student Counsellor if he considered any student to have deemed to have violated the provisions of these By-Laws.
- 4.6 (i) The Dean of a Faculty shall impose discipline among the students of the Faculty and shall act in consultation with the Proctor and Deputy Proctor of the Faculty regarding matters pertaining to student discipline in his Faculty.

Powers of the Dean of a Faculty

- (ii) The Dean of a Faculty shall inquire into complaints of breach of discipline and take appropriate action by himself where the act of indiscipline is of such a nature that it could be adequately dealt with by imposing any of the following punishments:
  - (a) Suspension from academic activities for a period not exceeding two weeks.
  - (b) Issuing a written warning.
- (iii) In every case in which a Dean acts under the above provisions, he shall submit a report to the Proctor.
- (iv) Any student who is aggrieved by the punishments imposed by a Dean of a Faculty shall have the right to appeal to the Vice-Chancellor who may review the punishment and/or order the conduct of a formal inquiry where he considers it desirable, depending on the nature of the incident.
- 4.7 (i) Subject to the provisions of the Universities Act and other Statutes of the University, the Proctor shall be the authority in charge of the maintenance of discipline among the students of the University.

Powers of the Proctor

- (ii) In discharging the above duties, he shall act in consultation with the Vice-Chancellor and with the assistance of the Deputy Proctors.
- (iii) The Proctor shall inquire into complaints of breach of discipline in the University and take appropriate action.
- (iv) Where the incident of indiscipline is of such a nature that it can be adequately dealt with by the imposition of the following punishments, he may act by himself;
  - (a) Suspension from the University for a period not exceeding 05 weeks;
  - (b) Issuing a written warning.
- (v) In every case in which the Proctor acts under these provisions, he shall submit a report to the Vice Chancellor.
- (vi) Any student who is aggrieved by the punishment imposed by the Proctor, shall have the right to appeal to the Vice-Chancellor forthwith and the Vice-Chancellor may review the punishment and/or order a formal inquiry where he considers it desirable.

(vii) In cases in which incidents of indiscipline are reported, the Proctor shall conduct a preliminary inquiry and submit his observations to the Vice-Chancellor for appropriate action under these By-Laws.

The proctor will have the following powers:

- (viii) To call upon any student of the University to produce his/her Identity Card or Student's Record Book.
- (ix) Request a student to make a statement at his/her office regarding a matter pertaining to student discipline.
- (x) Request any student to leave the University premises. (This shall be reported to the Vice-Chancellor with immediate effect).
- 4.8 (i) A Deputy Proctor of a Faculty shall assist the Dean of the Faculty to maintain and impose discipline among students of the Faculty and shall report to the Dean regarding such matters.

Powers of Deputy
Proctors

(ii) A Deputy Proctor shall also assist the Proctor in the Maintenance of discipline among the students of the University.

The Deputy Proctor will have the following powers:

- (iii) To call upon any student of the University to produce his/her Identity Card or Student's Record Book.
- (iv) Request a student to make a statement at his/her office regarding a matter pertaining to student discipline.
- (v) Make recommendation to the Proctor to request any student to leave the University premises. (This shall be reported to the Vice-Chancellor by the Proctor with immediate effect).
- 4.9 (i) It would be the duty of a Warden of a Hall of Residence to impose discipline among the students of the Hall of Residence and act in consultation with the Proctor regarding matters pertaining to student discipline in the Hall of Residence.

Powers of Wardens

(ii) A warden of a Hall of Residence shall inquire into complaints of breach of discipline and take appropriate action by himself where the act of indiscipline is not of a serious nature and may impose any of the following punishments:

- (a) Suspension from the Hall of Residence for a period not exceeding two weeks;
- (b) Issuing a written warning.
- (iii) In every case in which a Warden acts under the above provisions, he shall submit a report to the Proctor and shall act in consultation with the Proctor. Where the Proctor is of the view that the breach of discipline is of such nature that it calls for his intervention, he may act in the manner laid down in these By-laws.
- (iv) Any student who is aggrieved by the punishment imposed by a Warden, shall have the right to appeal to the Vice-Chancellor forthwith, and the Vice-Chancellor shall instruct the Proctor to conduct a formal inquiry where he considers it desirable, depending on the nature of the incident.

#### Part V - Interpretations

#### The Council

The Council means the governing authority of the University which is established under the Universities Act No. 16 of 1978 amended by the Universities (Amendment) Act No. 7 of 1985.

#### The Senate

The Senate means the Senate which is established under the Universities Act No. 16 of 1978 amended by the Universities (Amendment) Act No. 7 of 1985.

#### The Vice-Chancellor

The Vice-Chancellor denotes the Vice-Chancellor of the Wayamba University of Sri Lanka or the acting Vice-Chancellor appointed for a specific period.

#### The Registrar

The Registrar denotes the Registrar of the Wayamba University of Sri Lanka, the acting Registrar or Deputy Registrar, Senior Assistant Registrar, Assistant Registrar and any other officer empowered to sign on behalf of him or for him.

#### The Student

The student means an undergraduate registered at the Wayamba University of Sri Lanka. The students registered for external courses or fee levying courses will not be included.

Any matters raised based upon these By-Laws shall be directed to the Council and the decision of the Council shall be final and conclusive.

#### Schedule I

- 1. At a preliminary inquiry into misconduct/indiscipline, the complainant/s, accused student/s and the witnesses shall be questioned.
- 2. It is not compulsory to follow the court procedures.
- 3. The details of the misconduct/indiscipline including the nature of the misconduct/indiscipline, venue and time, the person/s or property involved shall be notified to the accused student.
- 4. The factors caused to the complaint against the student shall be informed to the accused student and he should be given the opportunity to give an explanation on the same.
- 5. At the time of preliminary inquiry, an accused student shall not be allowed to be present with a representative and shall be denied the opportunity to question or cross question the complainant regarding the complaint made or any witness relating to the evidence given by the witness.
- 6. The preliminary inquiry officer/committee after finalizing its recommendations shall submit its report to the Vice-Chancellor giving reasons for such findings and verdict. These recommendations shall be the punishments as appropriate or conducting a formal inquiry.
- 7. However, in case of great urgency, the Vice-Chancellor considering the seriousness of the infringement of discipline committed by the students, shall be empowered to impose the appropriate punishment subject to receiving the recommendations of the formal inquiry. The Vice-Chancellor shall report the matter to the Council for endorsement subsequently.

#### **Formal Inquiry**

- 1. The Vice-Chancellor shall on receipt of the recommendation for conducting a formal inquiry, cause charges to be framed in writing and sent under registered post, where possible handover to the student or in the case of more than one student to individual students alleged to have committed the offences.
- 2. The charge sheet shall contain specific charges. The Vice-Chancellor shall serve the student respondent/s the charge sheet individually requesting to send the reply to the Vice-Chancellor in writing within the time period granted.
- 3. If the student respondent/s plead/s guilty to the charge sheet or does not reply within the time specified, the Vice-Chancellor shall proceed to impose on the student any of the punishments as recommended by the Board of Discipline within the scope of the Schedule II and ratified by the Council.
- 4. The Vice-Chancellor shall appoint a committee up to three members of academic staff or any other suitable external members to hold a formal inquiry and submit the report.
- 5. At the inquiry, the student respondent/s shall be informed of the evidence and have the right to defend him/herself. He/ She may make his/her own defense and call any witnesses for the defense.

The Disciplinary Committee may, taking into consideration the special circumstances of the situation deny a student charged with an offence, the opportunity to question the complainant regarding the complaint made or any witness relating to the written or verbal evidence given by the witness.

Provided that in such a situation, the student charged with the offence shall have the right to seek in writing, through the Disciplinary Committee, clarification on specific issues relating to the complaint or evidence from the complainant or witness as the case may be. Upon the Disciplinary Committee directing such request to the complainant or the witness, he or she shall give his or her clarifications in writing to the student charged with the offence within the time stipulated by the Disciplinary Committee.

- 6. The Committee of Inquiry shall have the power to summon any witness required by the prosecution and by the defence.
- 7. Any Committee of Inquiry appointed by the Vice-Chancellor shall have the power to summon any student of the University to render whatever assistance needed to conduct inquiries on matters pertaining to provisions of any By-Law. A student who does not so comply shall be guilty of a punishable offence.
- 8. At a Committee of Inquiry a student shall be provided with relevant documents or extracts from the same, which have been used to frame charges against the student.

Provided that in such a situation, taking into consideration the special circumstances of the situation, deny a student charged with an offence, providing of relevant documents or extracts from the same, which have been used to frame charges against the student.

- 9. The Committee of Inquiry after finalizing its recommendations shall submit its report to the Vice-Chancellor giving reasons for such findings and the verdict.
- 10. If the student/s had been found guilty of the charges the Vice-Chancellor shall refer the same to the Board of Discipline (BOD) to determine the punishment within the scope of the Schedule II.
- 11. On receipt of the determination of the punishments by the BOD, the Vice-Chancellor shall immediately place it before the Council for ratification.
- 12. Thereafter, the decision shall be conveyed to the student/s under registered post and where possible shall be hand delivered.
- 13. Any appeal made by the student/s against the decision to punish the student/s shall be made to the Vice-Chancellor within 14 days from the receipt of the decision.

#### **Appeals Procedure**

- 1. Any appeal made by the student/s against the decision to punish the student/s shall be made to the Vice-Chancellor.
- 2. The Vice-Chancellor shall place such appeal/s before the next immediate meeting of the Council.
- 3. The Council shall appoint an Appeals Committee consisting of 3 of its members for this purpose. The Appeals Committee shall elect its Chairman. The Registrar shall be the Secretary to the Appeals Committee.
- 4. The Appeals Committee of the Council shall consider all appeals and submit a report to the Council within two weeks from the receipt of the appeal by the Committee.
- 5. The members of the Disciplinary Committee relating to the appeal in question, shall not participate in the proceedings of the Council (if they are members of the Council) when it considers the report of the Appeals Committee.
- 6. The Council shall have the power to vary the decision taken on the disciplinary action against the student/s on the basis of the recommendation of the Appeals Committee. The decision of the Council on the appeal by the student shall be final.
- 7. The Vice-Chancellor shall communicate the decision of the Council to the appellant student/s under registered post. The decision so communicated shall be final and conclusive.

## **S**CHEDULE **II**

### RECOMMENDED PUNISHMENTS FOR VIOLATION OF STUDENT DISCIPLINE

RECOMMENDED PUNISHMENTS FOR VIOLATION OF STUDENT DISCIPLINE	
Offences	Recommended Maximum Punishments
i. Refuses or neglects to produce the Student Identity Card when called upon to do so by the VC, DVC/Rector any other officer, any member of the Academic Staff or Administrative Staff or Security Staff or any other authorized by the VC/Rector.  Explanation Any student who refuses to produce the student identity card on request shall be deemed to be a trespasser and may also be dealt with in accordance with the normal Laws of the land.	a. suspension from the University/Campus for a period not exceeding one calendar
ii. Violates the By-Laws on University/Campus Residence Facility (RF).	Recovery of cost incurred by the University/Campus as a result of violating, any by-laws, and considering the gravity of the offence,  a. suspension from the University/Campus for a period not exceeding one calendar year and withholding of examination results or certificates as appropriate and /or  b. denial of RF in the future or  c. severe warning by the VC/Rector with a record of same in the personal file of the student.  The above punishments may be in addition to any other punishments that may be imposed for violation of any other By-Laws of the University.
iii. Destroys, damages, defaces, alienates, misuses or unlawfully appropriates to himself any property of the University/Campus or any property in the custody of the University/Campus or held temporarily by the University/Campus.	or cost, and Considering the gravity of the offence,
iv. Contravenes any By-Law, Regulation or Rule	Considering the gravity of the offence,  a. suspension from the University/Campus for a period not exceeding one calendar year depending on the gravity of the offence and withholding of examinations as appropriate  or

b. severe warning by the VC/Rector with a record of same in the personal file of the student. v. Refuses to carry out any lawful order issued Considering the gravity of the offence, by the VC, DVC/Rector, any other officer, a suspension from the University/Campus up to a period not exceeding one member of the Academic or Administrative or Security Staff or any other employee or any calendar year depending on the gravity other person authorizes by the VC/Rector. of the offence and withholding of examination results or certificate as appropriate orb. severe warning by the VC/Rector with a record of same in the personal file of the student. vi. Furnishes the University/Campus with false a. Expulsion from the University/Campus information in relation to any matter in respect for falsification of documents of which the University/Campus is entitles to true particulars which in the opinion of the b. suspension from the University/Campus VC/Rector, is calculated to mislead the for a period of one calendar year and authorities of the University/Campus. withholding of examination results or certificate as appropriate, In other instances. c. severe warning by the VC/Rector with a record of same in the personal file of the student. vii. Smelling of liquor or under the influence of Considering the gravity of the offence, or in possession of an intoxicant, liquor, narcotic suspension from the University/Campus or other addictive drug, consuming or supplying for a period not exceeding two calendar liquor, narcotic, addictive drug or gambling years and/or withholding of examination within the precincts of the University/Campus. results or certificate as appropriate b. severe warning by the VC/Rector with a record of same in the personal file of the student. viii. possessing or storing or carrying or using a. Expulsion from the University/Campus arms, weapons and/or any other substance with for being in possession or storing or the intention of causing harm to persons or using arms and weapons within the precincts of the University/Campus within property the precincts of the University/Campus. b. Suspension for three calendar years and/ or withholding of examination results or certificates as appropriate for being in possession or storing or carrying any other substance with the intention of causing harm to persons or property. ix. Engages in such activities as are likely to Suspension up to one calendar year and /or disrupt the conduct of registration, teaching withholding of examination results certificates as appropriate and recovery of research or examinations study, in the monetary damages as a result of obstruction or University/Campus or in the administration of the University/Campus or obstructs an event disruption. organized by the University/Campus within or

outside its premises or obstructs or disrupts any other authorized event held within University/Campus premises. x. Obstructs or harasses any officer member of Suspension for two calendar years and the academic or administrative staff, any other withholding of examination results or employee of the University/Campus or any other certificates as appropriate. authorized person in the performance of his duties. xi. Prevents or obstructs any student in carrying Suspension for one calendar vear and out his studies or research or disrupts any withholding of examination results or legitimate activities of a recognized student certificates as appropriate. society/association/union. xii. Occupies or uses any property of the Suspension for one calendar year and University/Campus otherwise that in accordance withholding of examination results with rules or other provisions made by the certificates as appropriate. University/Campus from time to time, or without the authority of the VC/Rector or the relevant member of staff. xiii. Conducts himself in a manner which, in the Considering the gravity of the offence, suspension from the University/Campus opinion of the VC/Rector, is detrimental to the good name of the University/Campus or to the for a period not exceeding two calendar maintenance or order and discipline within the years depending on the gravity of the University/Campus. offence and withholding of examination results or certificate as appropriate b. severe warning by the VC/Rector with a record of same in the personal file of the student Considering the gravity of the offence, xiv. a. Expulsion from the University/Rector a. Abuse/harassment (including any form of ragging/molestation) sexual harassment and/or intimidation whether physical or b. Suspension for two calendar years and mental of any student of the University, VC, withholding of examination results or DVC/Rector, any other officer member of certificates as appropriate. the academic or administrative staff, any other employee or any other person c. suspension for a period not exceeding authorized to be within or outside the one calendar year and withholdings of examination results or certificate as premises of the University/Campus or at an event organized by the University/Campus. appropriate d. severe warning by the VC/Rector with a record of same in student's personal file. b. Display of posters in the University/ Considering the gravity of the offence, a. Expulsion from the University/Campus Campus premises by student or any students. which intimidating are or b. Suspension for two calendar years and defamatory of the University, VC. DVC/Rector, other officer, member of the withholding of examination results or Academic or Administrative staff or any certificates as appropriate. other employee of the University/Campus. c. suspension for a period not exceeding one calendar year and withholdings of

	examination results or certificate as
	appropriate or
	d. severe warning by the VC/Rector with a
	record of same in student's personal file.
xv. Causing of physical injury or physical harm	Considering the gravity of the offence, a. Expulsion from the University/Campus
or threatens to cause same to any student of the University/Campus, VC/Rector, any other	or
officer, member of the academic or administrative staff, any other employee of the	b. Suspension for two calendar years and withholding of examination results or
University/Campus or any other person authorized to be in the premises of the	certificates as appropriate.
university/Campus or at an event organized by the University/Campus.	c. suspension for a period not exceeding one calendar year and withholdings of examination results or certificate as
	appropriate or
	d. severe warning by the VC/Rector with a record of same in student's personal file.
xvi. Kidnapping, Hostage taking attempt to kidnap, or threatening to take hostage or kidnap	Considering the gravity of the offence, a. Expulsion from the University/Campus
VC, DVC/Rector, other Officer, member of the	or
academic or administrative staff, any student of the University/Campus, an employee, or any other person authorized to be in the premises of	<ul> <li>Suspension for two calendar years and withholding of examination results or certificates as appropriate.</li> </ul>
the University/Campus or at an event organized with the authority of the University/Campus	or c. suspension for a period not exceeding
within or outside its premises.	one calendar year and withholdings of examination results or certificate as
	appropriate
	d. severe warning by the VC/Rector with a
	record of same in student's personal file.
xvii. Inciting of students to disrupt legitimate activities of the University/Campus.	Considering the gravity of the offence, a. Expulsion from the University/Campus or
	b. Suspension for two calendar years and
	withholding of examination results or certificates as appropriate.  or
	c. suspension for a period not exceeding one calendar year and withholdings of
	examination results or certificate as appropriate
	d. severe warning by the VC/Rector with a record of same in student's personal file.
xviii. Any student who has stolen or attempted the theft of property within the	
University/Campus premises or has retained	
stolen property belonging to the	

University/Campus or has caused willful damage to University/Campus property or to property of an officer, member, of the academic or administrative staff, an employee or a student of the University/Campus of any other person authorized to be in the premises of the University/Campus or at an event organized with the authority of the University/Campus within or outside its premises.	
(1). Theft.	Considering the gravity of the offence, a fine equivalent to the replacement value plus 25% of such value and,  a. Expulsion from the University/Campus or  b. Suspension for two calendar years and withholding of examination results or certificates as appropriate.  or  c. suspension for a period not exceeding one calendar year and withholdings of examination results or certificate as appropriate  or  d. severe warning by the VC/Rector with a record of same in student's personal file.
(2). Willful damage	Considering the gravity of the offence, a fine equivalent to the replacement value plus 25% of such value and,  a. Expulsion from the University/Campus or  b. Suspension for two calendar years and withholding of examination results or certificates as appropriate.  or  c. suspension for a period not exceeding one calendar year and withholdings of examination results or certificate as appropriate  or  d. severe warning by the VC/Rector with a record of same in student's personal file.
(3). Attempted theft	Fine to be recommended by the committee to impose punishments and  a. suspension for a period not exceeding one calendar year and withholdings of examination results or certificate as appropriate  or  b. severe warning by the VC/Rector with a record of same in student's personal file.

(4). Retaining stolen property	Return the property and a fine to be recommended by the committee to impose punishments.
xix. Violation of time limits for staying within the University/Campus premises or seeks entry to the University/Campus without authorization of the VC/Rector or any other relevant member of staff authorized by the VC/Rector, before or after the designated times or as specially notified by the VC/Rector.	<u> </u>
xx. Offers any gratification to any employee of the University/Campus as inducement or reward for that University employee's performing or abstaining from performing any official act, or expediting, hindering or preventing the performance of any official act by that University/Campus employee or by any other University/Campus employee.	Considering the gravity of the offence, a. Expulsion from the University/Campus or b. suspension for a period not less than six months and not exceeding two calendar years and withholding of examination results or certificate as appropriate
xxi. Convening of meeting/s of a group of students, any society or association or union which has not been recognized by the University/Campus or without prior approval of the University/Campus or displaying or distributing publications/posters at the University/Campus without authorization of the VC/Rector or any other person authorized by the VC/Rector.	Considering the gravity of the offence,  a. suspension for a period not exceeding one calendar year and withholdings of examination results or certificate as appropriate  or severe warning by the VC/Rector with a record of same in student's personal file
xxii. Establishing or assisting in establishing any society or association or union except as provided for in the relevant Section of the Universities Act No 16 of 1978 as amended and/or without following the authorized procedure in that regard.	suspension for a period not exceeding one calendar year and withholdings of examination results or certificate as appropriate
	b. severe warning by the VC/Rector with a record of same in student's personal file
xxiii. Failure to comply with the rules and regulations made by the University/Campus on the conduct of affairs of any society/association/union.	Considering the gravity of the offence,  a. suspension for a period not exceeding one calendar year and withholdings of examination results or certificate as appropriate  or  b. severe warning by the VC/Rector with a record of same in student's personal file
xxiv. Convening any meeting or participating in any meeting of students in the precincts of the University contrary to the constitution of the relevant society/association/union.	Considering the gravity of the offence,  a. suspension for a period not exceeding one calendar year and withholdings of examination results or certificate as appropriate  or
	b. severe warning by the VC/Rector with a record of same in student's personal file

Distributing and/or displaying and/or XXV. publishing materials using print/audio/video/electronic media/ any other mode of communication, which are defamatory recognized and/or abusive of any society/association/union or VC, Deputy VC/Rector any officer/member of the academic or administrative staff, an employee, student of the University or any other person authorized to be present within the premises of the University or at an event organized with the authority of the University within or outside its premises.

xxvi. Defacing or mutilating property belonging to the VC, Deputy VC/Rector any other officer, member of the academic or administrative staff, an employee, student of the University/Campus or any other person authorized to be present within the premises of the University/Campus or at an event organized with the authority of the University/Campus within or outside its premises.

Considering the gravity of the offence,

a. Suspension for two calendar years and withholding of examination results or certificates as appropriate.

or

b. suspension for a period not exceeding one calendar year and withholding of examination results or certificate as appropriate

or

c. severe warning by the VC/Rector with a record of same in student's personal file.

Considering the gravity of the offence,

a. Expulsion from the University/Campus

or

b. Suspension for two calendar years and withholding of examination results or certificates as appropriate.

or

c. suspension for a period not exceeding one calendar year and withholding of examination results or certificate as appropriate

or

d. severe warning by the VC/Rector with a record of same in student's personal file.

xxvii. Inviting from outside the University/Campus, as a student of or on behalf of or at the request of students of the University/Campus, any speaker to address students, or any outside person for any purpose within the University/Campus, without the prior approval in writing of the VC/Rector or other teacher or officer designated for this purpose by the VC/Rector.

xxviii. Arranging or organizing any collection of money or goods in the name of the University/Campus in the precincts or outside the University/Campus without the prior approval in writing of the VC/Rector or other teacher or officer designated for this purpose by the VC/Rector.

Considering the gravity of the offence,

a. suspension for a period not exceeding one calendar year and withholdings of examination results or certificate as appropriate

or

b. severe warning by the VC/Rector with a record of same in student's personal file.

Considering the gravity of the offence,

a. Suspension for two calendar years and withholding of examination results or certificates as appropriate.

or

b. suspension for a period not exceeding one calendar year and withholdings of examination results or certificate as appropriate

or

c. severe warning by the VC/Rector with a record of same in student's personal file.

xxix. A student who has received three warnings within a period of 12 calendar months.

Suspension for a period of 12 months from the date of the last warning.

xxx. Failure to adhere to the severe warning

Suspension for one academic year

xxxi. A student under suspension committing a

Expulsion or a further period of suspension

further offence	depending on the gravity of the offence.
xxxii. Publication of notice, posters within the University/Campus premises without the permission of authorities.	Suspension for three calendar months
xxxiii. Selling of Newspapers/periodicals or distributing of handbills within the University premises without approval of the VC/Rector.	Suspension for three calendar months
xxxiv. Communicating with higher authorities without going through the VC/Rector.	Suspension for six calendar months
xxxv. Communicating with press without the consent of the VC/Rector.	Suspension for one academic year.
xxxvi. A student who has received three warnings within a period of 12 calendar months.	Suspension for a period of 12 months from the date of the last warning.
xxxvii. Failure to adhere to the warning	Suspension for one academic year.
xxxviii. A student under suspension committing a further offence	A further period of suspension or expulsion depending on the gravity of the offence.
xxxix. Unauthorized of improper use of University/Campus computer system/network	Considering the gravity of the offence,  a. Expulsion from the University/Campus or  b. Suspension for two calendar years and withholding of examination results or certificates as appropriate.  or  c. suspension for a period not exceeding one calendar year and withholding of examination results or certificate as appropriate  or  d. severe warning by the VC/Rector with a record of same in student's personal file.
xl. any other offence or act of indiscipline not explicitly stated in the Schedule II	Considering the gravity of the offence,  a. Expulsion from the University/Campus or  b. Suspension for two calendar years and withholding of examination results or certificates as appropriate.  or  c. suspension for a period not exceeding one calendar year and withholding of examination results or certificate as appropriate  or  d. severe warning by the VC/Rector with a record of same in student's personal file.



Prohibition of Ragging and Other

Forms of Violence in Educational

Institutions Act, No.20 Of 1998

PART - II



# PARLIAMENT OF THE DEMOCRATIC SOCIALIST REPUBLIC OF SRI LANKA

# PROHIBITION OF RAGGING AND OTHER FORMS OF VIOLENCE IN EDUCATIONAL INSTITUTIONS ACT, No.20 OF 1998

[Certified on 29th April, 1998]

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### Prohibition of Ragging and other forms of Violence in Educational Institutions Act, No. 20 of 1998

[Certified on 29th April. 1998]

L.D.-—0.7198.

AN ACT TO ELIMINATE RAGGING AND OTHER FORMS OF VIOLENCE, AND CRUEL, INHUMAN AND DEGRADING TREATMENT, FROM EDUCATIONAL INS'ITTUI'IONS

BE it enacted by the Parliament of the Democratic, Socialist Republic of Sri Lanka as follows:-

This Act may be cited as the Prohibition of Ragging and Other Forms of Violence in Educational Institutions Act, No. 20 of 1998.

Short title.

(1) Any person who commits, or participates in, ragging, within or outside an educational institution, shall be guilty of an offence under this Act and shall on conviction after summary trial before a Magistrate be liable. to rigorous imprisonment for a term not exceeding two years and may also be ordered to pay compensation of an amount by court, to the person in respect of whom the determined offence was committed for the injuries caused to such person.

Ragging.

(2) A person who, whilst committing ragging causes sexual harassment or grievous hurt to any student or a member Of the staff, of an educational institution shall be guilty of an offence under this Act and shall on conviction after summary trial before a Magistrate be liable to imprisonment for a term not exceeding ten years and may also be ordered to pay compensation of an amount determined by court, to the person in respect of whom the offence was committed for the injuries caused to such person.

Any person who, within or outside an educational institution, threatens, verbally or in writing, to cause injury to the person, reputation or property of any student or a member of the staff. of an educational institution (in this

section referred to as "the victim") or to the person,

reputation or

3.

Criminal intimidation.

2—D 047365—8550 (98/03)

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property of some other person in whom the victim is interested, with the intention of causing fear in the victim or of compelling the victim to do any act which the victim is not legally required to do, or to omit to do any act which the victim is entitled to do, shall be guilty of an offence under this Act and shall on conviction after summary trial before a Magistrate be liable to rigorous imprisonment for a term not exceeding five years.

Hostage taking.

4. Any person who does any act, by which the personal liberty and the freedom of movement of any student or a member of the staff of an educational institution or other person within such educational institution or any premises under the management and control of such educational institution, is restrained without lawful justification and for the purpose of, forcing such student, member of the staff or person to take a particular course of action, shall be guilty of an offence under this Act and shall on conviction after summary trial before a Magistrate, be liable to rigorous imprisonment for a term not exceeding seven years.

Wrongful restraint.

5. Any person who unlawfully obstructs any student or a member of the staff of an educational institution, in such a manner as to prevent such student or member of the staff from proceeding in any direction in which such student or member of the staff, has a right to proceed, shall be guilty of an offence under this Act and shall on conviction after summary trial before a Magistrate be liable to rigorous imprisonment for a term not exceeding seven years.

Unlawful confinement.

6. Any person who unlawfully restrains any student or a member of the staff of an educational institution in such a manner as to prevent such student or member of the staff from proceeding beyond certain circumscribing limits, shall be guilty of an offence under this Act and shall on conviction after summary trial before a Magistrate be liable to imprisonment for a term not exceeding seven years.

7. (1) Any person who. without lawful excuse, occupies, by force, any premises of, or under the management or control of, an educational institution shall be guilty of an offence under this Act, and shall on conviction after summary trial before a Magistrate be liable to imprisonment for a term not exceeding ten years or to a fine not exceeding ten thousand rupees or to both such imprisonment and fine.

Forcible occupation and damage to property, of an educational institution.

- (2) Any person who causes mischief in respect of any property of. or under the management or control of, an educational institution shall be guilty of an offence under this Act and shall on conviction after summary trial before a Magistrate be liable to imprisonment for a term to not exceeding twenty years and a fine of five thousand rupees or three times the amount of the loss or damage caused to such property, which ever amount is higher.
- Orders of expulsion or dismissal.
- 8. Where a person is convicted of an offence under this Act, the court may, having regard to the gravity of the offence.
  - (a) in any case where the person convicted is a student of an educational institution, order that such person be expelled from such institution;
  - (b) in any case where the person convicted is a member of the staff of an educational institution, order that such person be dismissed from such educational institution.
- 9. (I) A person suspected or accused committing an offence under subsection (2) of section 2 or section 4 of this Act shall not be released on bail except by the judge of a High Court established by Article 154P of the Constitution. In exercising his discretion to grant nail such Judge shall have regard to the provisions of section 14 of the Bail Act, No. 30 of 1997.

Bail.

# 4 Prohibition of Ragging and other forms of Violence in Educational Institutions Act, No. 20 of 1998

- (2) Where a person is convicted of an offence under subsection (2) of section 2 or section 4 of this Act, and an appeal is preferred against such conviction, the Court convicting such person may, taking into consideration the gravity of the offence and the antecedents of the person convicted, either release or refuse to release. such person on bail:
- $10.\ Notwithstanding anything in the Code of Criminal Procedure Act, No. 15 of 1979—$ 
  - (a) the provisions of section 303 of that Act shall not apply in the case of any person who is convicted,
  - (b) the provisions of section 306 of that Act shall not apply in the case of any person who pleads or is found guilty,

by or before any court of any offence under subsection (2) of section 2 or section 4 of this Act.

- 11. All offences under this Act shall be deemed to be cognizable offences for the purposes of the application of the provisions of the Code of Criminal Procedure Act, No.15 of 1919, notwithstanding anything contained in the First Schedule to that Act.
- 12. Where in any prosecution for an offence under this Act, a question arises whether any person is a student or a member of the staff of an educational institution or whether any premises or property is the property of, or is under the management and control Of. an educational institution a certificate purporting to be under the hand of the head or other officer of such educational institution to the effect that the person named therein is a student or a member of the staff of a such educational institution, or that the premises or property specified therein is the property of, or is under the management and control of. such educational institution, shall be admissible in evidence without proof, of signature and shall be prima facie evidence of the facts: stated therein.
- 13. (1) If in the course of a trial for an offence under this Act. any witness shall on any material point contradict either expressly or by necessary implication a statement previously

Certain provisions of the Code of Criminal Procedure Act not to apply to persons convicted or found guilty of an offence under this Act.

Offences under this Act deemed to be cognizable offences.

Certificate

Admissibility of statement in evidence.

given by him in the course of any investigation into such offence. it shall be lawful for the Magistrate if, after due inquiry into the circumstances in which the statement was made, he considers it safe and just —

- (a) to act upon the statement given by the witness in the course of the investigation. if such statement is corroborated in material particulars by evidence from an independent source; and
- (b) to have such witness at the conclusion of such trial, tried before such court upon a charge for intentionally giving false evidence in a stage of a judicial proceeding.
- (2) At any trial under paragraph (b) of subsection (1) it shall be sufficient to prove that the accused made the contradictory statements alleged in the charge and it shall not be necessary to prove which of such statements is false.
- 14. The provisions of this Act shall be in addition to, and not in derogation of, the provisions of the Penal Code, the Convention Against Torture and Other Cruel, inhuman or Degrading Treatment or Punishment Act, No. 22 of 1994 or any other law.

15. Every Court shall give priority to the trial of any person charged with any offence under this Act and to the hearing of any appeal from the conviction of any person for any such offence and any sentence imposed on such conviction.

16. In the event of any inconsistency between the Sinhala and Tamil texts of this Act, the Sinhala text shall prevail.

17. In this Act unless the context otherwise requires —

"criminal force". "fear". "force", "grievous hurt". "hurt" and mischief" shall have the respective meanings assigned to them in the Penal Code;

Provisions of this Act to be in addition to and not in; derogation of the provisions of the Penal Code Ste

Priority for trials and appeals under this Act.

Sinhala text to prevail in case of inconsistency.

Interpretation.

## 6 Prohibition of Ragging and other forms of Violence in Educational Institutions Act, No. 20 of 1998

#### "educational institution" means —

- (a) a Higher Educational Institution;
- (b) any other Institution recognized under Chapter IV of the Universities Act, No. 16 of 1978;
- (c) the Buddhist and Pali University established by the Buddhist and Pali University of Sri Lanka Act, No.74 of 1981;
- (d) the Buddha Sravaka Bhikku University. established by the Buddha Sravaka Bhikku 'University Act, No. 26 of 1996;
- (e) any Institute registered under section 14 of the Tertiary and Vocational Education Act, No. 20 of 1990;
- (f) any Advanced Technical Institute established under the Sri Lanka Institute of Technical Education Act, No. 29 of 1995;
- (g) a Pirivena registered under the Pirivena Education Act. No. 64 of 1979 and receiving grants from State funds and includes a Pirivena Training Institute established under that Act:
- (h) the Sri Lanka Law College;
- (i) the National Institute of Education established by the National Institute of Education Act, No. 28 of 1985:
- (j) a College of Education established by the Colleges of Education Act. No.30 of 1986. or a Government Training College;

- (k) a Government school or an assisted school or an unaided school, within the meaning of the Education Ordinance (Chapter 185);
- and includes any other institution established for the purpose of providing education. instruction or training;
- "head of an educational institution" means the Vice-Chanceller, Mahopadyaya. Director. President, Principal or any other person howsoever designated charged with the administration and management of the affairs of such educational institution;
- "Higher Educational Institution" has the meaning assigned to it in the Universities Act. No. 16 of 1978;
- "ragging" means any act which causes or is likely to cause physical or psychological injury or mental pain or fear to a student or a member of the staff of an educational institution;
- "student" means a student of an educational institution;
- "sexual harassment" means the use of criminal force, words or actions to cause sexual annoyance or harassment to a student or a member of the staff, of an educational institution;