



Title: Student Discipline
Document Type: Policy
Version: 1.0
Publication date: September 2015
Author: Student Support Office
Approved by: Academic Board 25 February 2015
For review by the Academic Registrar: July 2016

## NCH STUDENT DISCIPLINE POLICY

### Introduction

1. NCH is a community of adults who work, socialise and live life together. Continued membership of the community as a student is conditional upon the maintenance of good academic and non-academic conduct as described below.

### Definitions

2. **Academic Misconduct:** plagiarism or cheating.
3. **Non-academic Misconduct:** violent or disrespectful behaviour towards another member or members of the College, or perpetration of a serious criminal offence.
4. **Rustication:** the exclusion of a student from College facilities and tuition for a limited period or until specific conditions have been met, either as a disciplinary penalty or pending the outcome of an investigation.
5. **Expulsion:** the requirement of a student to leave the College permanently.
6. **Released home:** the condition of being permitted by the Master to be absent from the College for a specified period of time.
7. **Exclusion:** the exclusion of a student from the College until arrears of Fees have been paid and other arrangements for re-enrolment have been made.
8. **Good standing:** the condition of being simultaneously in good academic and good behavioural standing.
9. **Good academic standing:** the condition, within a given academic year, of not having incurred the penalties described in the NCH Student Attendance Policy 5.5-5.8 and 5.11 and 5.13, not being on track for the penalty described in NCH Student Attendance Policy 5.12, and not having repeatedly produced work below the level of a 2.ii.
10. **Good behavioural standing:** the condition of not, within a given academic year, having perpetrated any of the offences described in Clauses 12, 14 or 15 below.

### Procedures and Penalties

11. A minor academic misdemeanour (for example one instance of plagiarism) will be met by a discussion with the student's Head of Faculty.
12. Repeated minor, and one major, academic misdemeanour (for example cheating in an examination) will be dealt with by relevant awarding body's policy.
13. A minor behavioural misdemeanour will be met by a discussion with an appropriate member of staff.
14. Repeated minor, and one major behavioural misdemeanour (for example harassment or abuse of another member of College) will be met by a meeting between the student and the Master. The Master will fairly and impartially investigate the offence, and may then impose

any of: withdrawal of financial support (see Clause 107 in the NCH Terms and Conditions, copied below), rustication, or expulsion.

15. Non-payment of Fees, or unreasonable treatment of the College or its staff by a Guarantor, may result in the Master imposing exclusion or expulsion.
16. A student whose attendance falls below the standards as set out in the NCH Student Attendance Policy, or whose work normally falls below the level of a 2.ii, or who for whatever reason is deemed by the Master unwilling or unable to benefit sufficiently from the educational opportunities offered by the College, may have imposed any of: withdrawal of financial support (see Clause 107 of the NCH Terms and Conditions, copied below), rustication, and expulsion.
17. A student and/or her/his Guarantor may appeal the decision of the Master to rusticate a student for more than 11 days, or in such a way as would prevent the student from taking an examination, or to expel the student, by requesting a Review by the Chairman of the Board. The request must be made as soon as possible and in an event within seven days of the decision being notified to the student. The student may ask for the appointment of an independent panel member nominated by the College and approved by the student.
18. A student who is not in good standing may not attend a College Ball, nor go on the annual trip to the Château de Béduer, nor be awarded an NCH prize (see also NCH Student Attendance Policy Clause 5.14, copied below).

**ADDENDUM WITH REFERENCE TO CLAUSES 14 AND 16: NCH TERMS AND CONDITIONS  
CLAUSE 109**

**107. Scholarships, Exhibitions and Bursaries:** Every scholarship, exhibition, bursary, grant or other award or concession is a discretionary privilege and is subject to periodical review and consistent high standards of attendance (as described in the College's Student Attendance Policy), diligence and behaviour (as described in the College's Student Discipline Policy) on the Student's part and to the Guarantor and any Financial Supporter treating the College and our staff reasonably.

**ADDENDUM WITH REFERENCE TO CLAUSE 18: NCH STUDENT ATTENDANCE POLICY CLAUSE  
5.14**

5.14 In order to be awarded an NCH prize, prize-winners must be in good standing as defined in the NCH Student Discipline Policy Clauses 8-10.