


Category	Student Life	Policy Number	ACA-STU-101	 جامعة زايد ZAYED UNIVERSITY
Distribution	External	Version	1.0	
Responsible Office	Provost	Policy Owner	Student Affairs	
Date Approved	20 February 2023	Effective Date	20 February 2023	
Date Last Reviewed	New Policy	Due Date for Next Review	20 February 2026	

POLICY

Undergraduate Student Rights and Responsibilities

1. Purpose

This policy outlines the rights and responsibilities of all undergraduate students at Zayed University.

2. Scope of Application

This policy applies to all currently enrolled undergraduate Zayed University students when they are:

- a) on campus,
- b) off campus at university-sponsored or approved events,
- c) representing the university off campus (including internships, partner challenges, and volunteering),
- d) using university-arranged transportation,
- e) using online platforms managed or organized by the university (including online courses and using social media).
- f) engaging in conversations about the university on social media.

3. Policy

3.1 As members of the Zayed University community, students have rights and responsibilities that are in accordance with the upholding of the university's standards and values. Students are expected to respect and adhere to those rights and responsibilities, and all those who interact with the students are expected to be aware of and respect the rights and responsibilities that students have.

3.2 The student rights and responsibilities will be published in the Student Handbook and made easily accessible to all members of the university community.

3.3 Any non-adherence to this policy either by a student or by someone interacting with a student will be dealt with according to standard university policies and procedures. Any claims of not knowing what a students' rights and responsibilities are will not be acknowledged as an acceptable excuse.

4. Student Rights

- 4.1** In all aspects of their university life, whether on campus, at a university-sponsored event off campus, in person, or online, students have the right to be treated fairly, with respect, and without discrimination of any kind.
- 4.2** Students have the right to pursue their educational goals, and to be provided with appropriate resources in a safe and clean environment in order to conduct their studies and research.
- 4.3** Students have the right to privacy. Students' personal information and academic records will remain confidential and will be stored securely. Students have the right to access their records at any time. Access by anyone else is strictly controlled in line with university policies and procedures.
- 4.4** Students have the right to receive academic and non-academic support as required in line with standard university policies and procedures.
- 4.5** Students have the right to examine and exchange diverse opinions in a respectful and orderly manner, whether in or out of the classroom, in person or online.
- 4.6** Students have the right to offer suggestions or provide constructive feedback on ways to improve the university through appropriate, authorized university channels.
- 4.7** Students have the right to be involved in university-approved extracurricular programs and activities, become members of existing clubs, or form new clubs in line with standard university policies and procedures.
- 4.8** Students have the right to use the university's sports facilities in line with university policies and procedures and the sports facility's rules and regulations.
- 4.9** Students have the right to appeal academic or non-academic decisions in line with standard university policies and procedures.
- 4.10** Students have the right to complain or express concerns about academic or non-academic issues in line with standard university policies and procedures.

5. Student Responsibilities

- 5.1** Students have the responsibility to be aware of and abide by UAE laws, the Zayed University Honor Code, the Code of Student Conduct, the Student Code of Academic Integrity, as well as the rules and regulations stated in the Student Handbook and University Catalog.
- 5.2** As members of the Zayed University community, students are responsible to uphold high standards of personal conduct; including honesty, integrity, and respect; at all times.

- 5.3 Students are responsible to treat all other students, faculty, staff, visitors, and members of the external community with respect and without discrimination of any kind in both word and deed.
- 5.4 Students are responsible to abide by the university’s regulations on the use of social media and all other online platforms.
- 5.5 Students are responsible to respect the private property of all other students, faculty, staff, visitors, and members of the external community.
- 5.6 Students are responsible to use all university facilities and equipment carefully and appropriately.
- 5.7 Students are responsible to help maintain a safe and clean environment on campus.
- 5.8 Students are expected to report any on-campus health, safety, or environment issues that may potentially cause harm or damage to the Campus Physical Development and Services Department.
- 5.9 Students are expected to be aware of their academic responsibilities, complete their studies on time, and maintain the highest academic standards possible.
- 5.10 Students must take responsibility for the consequences of their actions should they fail to adhere to any of the above.

6. Related Policies and Laws

- ACA-REG-201 Undergraduate Student Academic Records
- ACA-STU-102 Code of Student Conduct
- ACA-STU-105 Student Complaints and Grievances
- ACA-STU-201 Student Code of Academic Integrity
- ACA-PRO-301 Undergraduate Academic Appeals

7. Administration

This policy is administered by Student Affairs.

8. Revision History

Date	Revision
20 February 2023	President’s Decision issued (PD#20 of 2023).
1 February 2023	Endorsed by the Executive Committee (Meeting #4 of 2023).
30 January 2023	Endorsed by the Academic Council by circulation.
24 January 2023	Presented to Academic Council. Council recommended to reword 2.e and add 2.f. (<i>Action completed</i>)
8 December 2022	Endorsed by the Provost’s Council by circulation.
31 August 2022	New policy drafted