

STATUTORY INSTRUMENTS SUPPLEMENT
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STATUTORY INSTRUMENTS

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THE MAKERERE UNIVERSITY STUDENTS REGULATIONS, 2015

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1. PREAMBLE

Makerere University is the oldest and premier University in Uganda and the East and Central Africa Region. Students admitted to Makerere University are expected to uphold the good name of this prestigious institution and adhere to her core values of 'Allegiance to the Institution', 'Integrity', 'Professionalism'; and, 'Openness to Diversity'.

2. MANDATE

These University Regulations are hereby made in exercise of the powers conferred upon the University Council by Section 41(f) of the *Universities and Other Tertiary Institutions Act 2001 (as amended in 2003 and 2006)* which states that, "The University Council shall, in relation to its functions, provide for the welfare and discipline of students".

3. INTERPRETATION

In these University Students' Regulations, the terms listed here below shall carry the corresponding meaning as given hereunder:

A Member of the University	anybody who is an employee or student of Makerere University
Activities outside the University	means activities which have nothing to do with the University and its functions.
Council	the supreme organ of the University established by the law governing the University.
Student	Anybody admitted and registered for a course of study programme at the University and has not officially withdrawn or been dismissed from the University.
University	Makerere University.

4. APPLICATION OF THE REGULATIONS

The following Regulations shall apply to all students of the University.

- (1) Nothing in these Regulations shall exclude the enforcement of the Laws of Uganda against any student and the application of existing Rules and Regulations or such Rules and Regulations as may be made from time to time, pertaining to the Library and other Departments of the University for the guidance of students in the respective places.
- (2) At registration a student shall be required to sign a declaration form to the effect that he/she agrees to comply with the University Students Regulations and the changes that may be made from time to time.
- (3) The declaration shall be in quadruplicate for distribution to: the Students, the Academic Registrar, the Dean of Students and the College; and
- (4) By signing the declaration, a student shall be deemed to have read and understood the University Students Regulations.

5. ACADEMIC MATTERS

- (1) Attendance of scheduled courses of instruction is compulsory. These include, but are not limited to, lecture, tutorial, seminar, practical, examination, tests, course work and internship. Non-attendance due to illness or other good cause must be authorized by the Dean of the relevant School.
- (2) Permission required for less than a week and involving missing lectures shall be obtained from the Dean of the School through the Head(s) of Department (s).
- (3) Permission required for more than a week, shall be obtained from the Principal of the College through the Dean of the School.
- (4) On returning from vacation or leave of absence, every student shall report to both his/ her College Registrar and the Warden of the Hall of Residence where either one resides or is attached, within a week.

- (5) No student shall undertake activities outside the University during Semester session without prior permission of the Dean of the School.
- (6) No permission shall be granted unless the student shows to the satisfaction of the Dean of the School that his/her Academic work will not suffer by undertaking such activity outside the University.

6. ADMINISTRATION

(1) The Vice-Chancellor

- (a) The Vice-Chancellor is responsible for the academic, administrative and financial affairs of the University.
- (b) The Vice-Chancellor is deputized by two Deputy Vice-Chancellors: one in charge of Academic Affairs and the second in charge of Finance and Administration.
- (c) The Vice-Chancellor executes his /her responsibilities in the University through the Deputy Vice-Chancellors and Heads of Academic and Administrative Units, e.g the University Secretary, Dean of Students, the Academic Registrar, the University Bursar, the Principals of Colleges, Deans of Schools, and Hall Wardens.
- (d) The Vice-Chancellor has powers to suspend a student from the University or to discipline him in any manner he thinks fit and seek approval of his action at the next meeting of the University Disciplinary Committee.

(2) The Students Guild

- (a) The Students Guild Government shall liaise with the University Administration in promoting and protecting the interests of the University.
- (b) The Students Guild Representative Council (GRC) shall have representatives from both Halls of Residence and academic units from which pertinent matters can be submitted to the relevant organs of the University through the Dean of Students.

- (c) Students Associations shall be affiliated to the Guild leadership through the Guild Representative Council.
- (d) Student leadership at all levels shall be voluntary service to the University Community and shall not attract remuneration.
- (e) Student leaders shall at all times perform their leadership roles in full observance of all University Regulations.
- (f) Failure to observe the regulations shall constitute an offence which may lead to disciplinary action.

(3) Organs for the Implementation of the University Students Regulations

- (a) The University Students Regulations shall be implemented by the following:
 - i. The Hall Disciplinary Committee;
 - ii. The University Students Disciplinary Committee;
 - iii. The University Students' Affairs Committee; and
 - iv. University Council.
- (b) Any member of the University has the obligation to report to the relevant office/committee any breach of University Students Regulations which may come to his/her notice.
- (c) Members of the public may report breach of the University Students' Regulations by a student to the Dean of Students.
- (d) A student who fails to report breach of regulations by a fellow student shall be guilty of an offence.
- (e) Breach of University Students Regulations may result into the student concerned having to appear before the Hall Disciplinary Committee and/ or the University Students Disciplinary Committee.

(4) The Hall Disciplinary Committee

(a) Membership:

The Hall Disciplinary Committee in the Hall of Residence shall be composed of the following:

- (i) A member of staff appointed by the Vice-Chancellor as Chairperson;
 - (ii) The Hall Warden who shall also be the Secretary;
 - (iii) Two other Wardens appointed by the Wardens' Committee;
 - (iv) The Chairperson of the Hall's Senior Common Room (SCR);
 - (v) The Secretary for Interior; and,
 - (vi) One student in charge of Disciplinary Affairs.
- (b) A member of the Committee who is the complainant or has interest in the case, under consideration, shall be disqualified from participating as a member in that case.
 - (c) The Committee shall consider and make decisions of the nature specified in (d) below on all breaches of the University Regulations.
 - (d) The Hall Disciplinary Committee has powers to do any or several of the following:
 - (i) Dismiss the case against a student;
 - (ii) Reprimand a student;
 - (iii) Demand an apology from a student;
 - (iv) Suspension from the hall for a specified period not exceeding seven days;

- (v) Recommend to the Dean of Students that a student be sent out of the Hall of Residence;
 - (vi) Ask a student to pay for cost of the damage or lost property; and
 - (vii) Recommend that the case be referred to the University Students' Disciplinary Committee.
- (e) The complaint against a student shall be made in writing to the Secretary of the Hall Disciplinary Committee.
 - (f) The quorum for the meeting shall be four members including the Chairperson and the Secretary.
 - (g) The Secretary shall inform the accused student in writing within (07) days about the nature of the complaint lodged against him/ her; and, communicate to both the accused student and the complainant the date and time of the hearing as well as inform them of the right to be present and call their witnesses.
 - (h) The Committee shall hold due inquiry and shall not be required to adhere to the rules of evidence or procedures as applied in a Court of Law but shall observe principles of natural justice.
 - (i) The Committee's decision shall be communicated in writing to the accused student within seven days of the conclusion of the hearing.
 - (j) A student or any other party may appeal to University Students' Disciplinary Committee if he/ she is not satisfied by the decision of the Hall Disciplinary Committee.
 - (k) Notice of appeal shall be given in writing by the complainant to the Secretary of the relevant committee within fourteen days from the date of the letter communicating the decision to him/her.

(5) The University Students Disciplinary Committee

(a) Membership

The University Students Disciplinary Committee shall be composed of the following members appointed by the University Council:

- (i) A Member of the Public at the level of a judge;
- (ii) Two representatives of academic staff;
- (iii) A senior member of Administrative staff; and,
- (iv) A member from the public.

(b) Secretary:

The University Secretary (Legal Office)

(c) Terms of Reference:

- (i) To handle disciplinary cases directly brought to it;
- (ii) To handle cases referred to it by Hall Disciplinary Committee;
- (iii) To handle appeals from parties dissatisfied with the ruling by the Hall Disciplinary Committee; and
- (iv) any other functions assigned by Council.

(d) The quorum shall be three members including the Chairperson.

(e) The Dean of Students may refer a case of breach of the University Regulations to the University Students Disciplinary Committee directly without the same having been brought before the Hall Disciplinary Committee.

(f) The University Students Disciplinary Committee has powers to do any or several of the following:

- (i) Uphold the decision made by the Hall Disciplinary Committee;
 - (ii) Dismiss the case against the student;
 - (iii) Reprimand the student;
 - (iv) Demand an apology from the student;
 - (v) Ask the student to pay for the cost or part of the cost of damaged or lost University property;
 - (vi) Ask the student to be non-resident;
 - (vii) Remove or recommend for removal of a student leader from office;
 - (viii) Suspend the student for a specified period;
 - (ix) Recommend to the University Council that the student be dismissed;
 - (x) Suspend the student for a specified period not exceeding four months pending approval of a recommendation to Council that the student be dismissed; and
 - (xi) Any other punishment that the Committee may deem appropriate.
- (g) The Committee's decision shall be communicated to the student in writing within seven days of the day of conclusion of the hearing.
 - (h) The committee is free to invite witness (es) within or from outside the University.
 - (i) The Committee shall hold due inquiry and shall not be required to adhere to the rules of evidence or procedures as applied in a Court of Law but shall observe principles of natural justice.

- (j) A student or any other party may appeal to the University Council if he/ she feels that he/she is not satisfied with the decision made by the Committee.
- (k) The appeal shall be made within fourteen days from the date of the letter communicating the decision to him/her.
- (l) University Council shall constitute an adhoc committee in accordance with existing guidelines to handle the appeal.
- (m) A member of the University council who handles or participates in handling a students disciplinary case at a committee level, shall not participate in handling the same case when referred to Council.
- (n) An appeal to the University Council shall be handled in not more than 21 days.
- (o) The University Council may uphold the decision of the University Students disciplinary Committee, dismiss the case or give any other punishment.

(6) The University Students Affairs Committee

(a) Membership

The University Students Affairs Committee shall be composed of the following:

- (i) A Council member as Chairperson;
- (ii) The Convocation Representative to Council;
- (iii) The Representative of the Urban Authority to Council;
- (iv) The Deputy Vice-Chancellor – Academic Affairs;
- (v) 1st Students' Representative (with Disabilities);
- (vi) 2nd Students' Representative;
- (vii) The Manager, Counselling & Guidance;

- (viii) The Director, University Hospital; and,
- (ix) The Dean of Students, who shall also be the Secretary.

Ex-Officio

- (i) The Chairperson of Council;
- (ii) The Vice-Chancellor;
- (iii) The Deputy Vice-Chancellor Finance & Administration;
- (iv) The Academic Registrar; and
- (v) The University Secretary (Legal Officer).

In Attendance

- (i) Wardens (as may be required); and/ or
- (ii) The Chaplains and/or the University Imaam (as may be required).

(b) Terms of reference

- (i) To advise Council on matters concerning the welfare and leadership of students.
- (ii) To advise Council on the establishment, organisation and control of the Halls of Residence and University Hostels after due consultation with appropriate Council Committees and other relevant University bodies.
- (iii) To advise on Students' publications and ensure that they conform to the highest standards and practice.
- (iv) To advise on the organisation and running of sports, games and other kinds of entertainment both the University and elsewhere.

- (v) To consider annual estimates of expenditure of the Halls of Residence, Sports and games and all entertainment for submission to the Finance Planning and Development Committee in the manner and form prescribed by Council.
- (vi) To consider and discuss with the University Chaplains and the University Imaam, all policies related to religious worship for students.
- (vii) To establish and run counselling services for students with particular emphasis on financial matters, studies, health and employment both during vacation and immediately after graduation.
- (viii) To ensure the efficient organisation and smooth operation of the Students Health Services.
- (ix) To make recommendations to council and / or any relevant Council Committee or University body- on the improvement and development of the students' health services.
- (x) To review regularly, the University Rules and to make recommendations to Council.
- (xi) To establish and oversee a framework for modelling and nurturing students' leaders.
- (xii) To establish a framework for recognizing deserving students.
- (xiii) To do any other functions as may be delegated to it by Council.

7. STUDENTS FINANCIAL OBLIGATIONS

- (1) Every student should have an account with a Bank of his/her choice.

- (2) Every student shall be required to pay the prescribed subscriptions to the Students' Guild, Games Union and to the appropriate Students' Common Room.
- (3) Fees shall be paid according to University fees policy.
- (4) A student is deemed to be a debtor to the University if he/she has not paid wholly or partly any University dues that he/she owes to his/ her Hall of Residence/ Attachment, Libraries, Schools or any other official organ of the University.
- (5) A student who is a debtor to the University may not be allowed to sit his/her examinations or proceed further with his/ her studies or to receive a University Degree or Award.
- (6) Any student or students' leader who misappropriates University (public) funds entrusted to him/her or misuses any of the University properties shall be guilty of an offence and shall be liable to refund and / or face disciplinary action.

8. STUDENTS CONDUCT AND DISCIPLINE

(1) Spirituality and Places of Worship

- (a) A student shall be duty bound to respect the regulations and ethics of the specific places of worship, where they may go for worship and/or other reasons.
- (b) Worshippers shall conduct their prayers in designated places of worship in a manner that does not encroach on the peace and tranquility of others.
- (c) Prayers outside the designated places of worship shall require permission from the Vice- Chancellor.

(2) Personal Presentation

- (a) Every student shall respect him/ herself and behave in a manner that will not bring his/ her name and that of the University into disrepute.

- (b) Non permissible conduct includes but is not limited to: drunkenness, abusive language, fighting, brawling, quarrelling, theft, shabbiness, sexual immorality, financial indiscipline, hooliganism and gambling;
- (c) Smoking is prohibited in all University Buildings and at public gatherings;
- (d) Every student shall dress in a neat and decent manner;
- (e) Every student shall use English as the official language of the University;
- (f) Any student who uses offensive language or indulges in any misbehaviour towards any member of the University or the public shall be guilty of an offence; and,
- (g) No student shall utter words or behave in a manner which may damage his or her good name and image or those of the University.

(3) Correspondence & Dissemination of Information at the University

- (a) All official correspondence by a student to Government officials, Embassies, High commission or other official bodies outside the University shall be channelled through the Vice-Chancellor.
- (b) All official correspondence by a student within the University should be channelled through the relevant Hall Warden, Head of Unit/ Section/ Department, Dean of a School or Principal of a College.
- (c) No student or group of students shall print, publish and disseminate or otherwise circulate any false or fabricated information of any sort.

- (d) A student, student leader or group of students shall indicate their name, registration number, programme of study, year of study, student number and signature on all letters or circulars issued or distributed to the public. Issuing anonymous documents shall constitute an offence.
- (e) A student writing a letter on behalf of a student body, e.g. Guild or Association, shall do so on official letterhead.
- (f) Any student or student leader who holds a press conference on matters concerning the University either off or on University, without obtaining clearance from the Dean of Students and the Vice-Chancellor shall be guilty of an offence.
- (g) A student/ group of students who purport to represent the University in any form without the written permission from the Vice-Chancellor shall be guilty of an offence and liable to disciplinary proceedings.
- (h) Unauthorised banners are prohibited from University premises.
- (i) A student shall open and keep operational an e-mail account on the University's webmail.
- (j) A student shall always read notices posted on Wall Notice Boards and the University Intranet (from where web pages for different units in the University can be accessed); as well as regularly check his/her e-mail inbox where information and notices from the Administration, Colleges, Schools, Wardens, the Students' Common Room or the Guild will be posted.
- (k) Fixing posters/ notices on buildings, trees roads and/or other person's vehicles in the University, other than the Notice Boards, shall constitute an offence.
- (l) A student who communicates using social media platform, and/or internet shall be subject to regulations of the Uganda Communications Commission.

(4) Activities outside the University

No student shall undertake or participate in activities outside the University without obtaining permission from the relevant University authority.

(5) Alcohol

- (a) Any student who gets drunk either within or outside the University premises such as during field trips/ Sports events by the voluntary consumption of alcohol shall be guilty of an offence.
- (b) Irresponsible consumption of alcohol in disregard of personal health and welfare, peace and tranquillity in the University or personal financial ability, shall constitute an offence for which a student shall be liable to disciplinary proceedings.

(6) Drugs

- (a) No student shall possess, use, peddle, sell or consume prohibited or banned drugs.
- (b) A student who breaks this regulation shall be liable to disciplinary proceedings.

(7) Noise

Making noise from any source (e.g. exceptionally loud music, bugles, drums, whistles, etc.) which interferes with the study, peace, leisure or sleep of other members of the University or the Public shall constitute an offence.

(8) Dances and other Similar Functions

- (a) Permission shall be sought from the Vice-Chancellor through the Dean of Students, to hold a dance or any other similar function at the University.
- (b) A dance and any other similar function held on University premises on any day of the week shall not go beyond 12.00 midnight.

- (c) The Vice-Chancellor may grant special permission for a function to be held outside these hours.
- (d) Contravention of the above regulations shall result into disciplinary action.

(9) Demonstrations

- (a) Demonstrations either within or outside the University shall be held only in accordance with the Laws of Uganda provided the Vice-Chancellor has been informed at least 24 hours in advance and Police permission has been obtained.
- (b) No student or group of students shall engage in activities likely to cause breach of peace, such as:
 - (i) Mounting road blocks on any part of the campus roads;
 - (ii) Stopping motorists or any other persons using the campus or public roads;
 - (iii) Inciting other students for unlawful action;
 - (iv) Using offensive and/ or profane language;
 - (v) Forcing other students out of lecture rooms or the library;
 - (vi) Dressing in a provocative manner;
 - (vii) Extorting funds from University staff and members of the public;
 - (viii) Inciting violence and destruction of life and property;
 - (ix) Throwing stones and / or other objects targeting persons, vehicles or buildings;

- (x) Lighting fires on the roads on University campus or beyond; and/or
- (xi) Destroying the environment by breaking trees, flowers and / or defacing buildings.

- (c) Contravention of any of these provisions shall attract disciplinary action.

(10) Insubordination to the University Authority

- (a) Any student who disobeys or obstructs or interferes with any University official shall be guilty of an offence.
- (b) Any student who disobeys or obstructs or interferes with any student leader shall be guilty of an offence.
- (c) Any student who fails, ignores or chooses not to channel official correspondence through relevant offices in the University shall be guilty of insubordination.

9. PROPERTY

(1) University Property

- (a) Every student shall exercise the highest standard of caution in handling University property so as to avoid possible damage.
- (b) Any student who wilfully or negligently damages or misuses University property shall pay the cost or part of the cost of repair or replacement of the property, as the circumstances may determine.
- (c) No University property of any description shall be taken from its proper place without the written consent of the Head of Department.

(2) Use of University Premises

- (a) No student may enter into Hall kitchens and stores, without permission.

(b) Teaching and administrative rooms shall only be used outside working hours with the permission of the Head of Department.

(c) Contravening any of the above regulations shall result into facing the disciplinary proceedings.

(3) Property on University Premises

(a) Students shall exercise highest standard of caution not to damage property found on University premises.

(b) Students who destroy property found on the University premises shall be guilty of an offence of destruction of property and shall face disciplinary action.

10. RELATIONSHIP WITH UNIVERSITY EMPLOYEES.

(a) No student may hire for pay or otherwise any employee of the University during that employee's working hours.

(b) It shall be an offence for a student to give or demand a bribe or attempt to unduly influence either a University employee or a fellow student, for favour or services related to their official work.

11. HEALTH AND SAFETY

(1) Person Identification

(a) Every student must carry on his/ her person a valid University Identity Card, obtained from the Academic Registrar, at all times whether within or outside the University.

(b) Any student who loses his/ her Identity Card must report immediately first to his/her Warden and to the Police.

(c) A student who has lost his/ her Identity Card must take steps immediately to have it replaced within two weeks beyond which one shall be guilty of the offence of negligence.

(2) Cleanliness

(a) Every student shall maintain high standards of personal hygiene.

(b) Every student shall keep his/her room and all premises of the University to the highest standard of cleanliness.

(c) Any student who litters or misuses his/ her room or other premises or the environment of the University shall be guilty of an offence for which he/she shall be liable for disciplinary action.

(3) Consumption of Drugs

No student shall possess, peddle or consume any intoxicating drugs unless such consumption has been prescribed by a recognized Medical Officer.

(4) Persons with Disability

(a) Every student shall recognise and respect the rights of persons with disabilities.

(b) A student shall not make fun of, tease or otherwise behave in a manner that renders a person with disability uncomfortable.

(5) Health

(a) Every student shall, upon joining the University, register with the University Hospital and be subjected to a medical examination.

(b) A student who feels unwell shall be under obligation to seek medical attention.

(c) A student who must miss a lecture, tutorial, practical, examination, defence, presentation or any other formal academic engagement, on medical grounds, shall notify the lecturer concerned in writing, keep a copy of the notification for future reference and follow it up by submitting authenticated medical documents.

- (d) Copies of the notification letters in (5) (c) above shall be given to Departmental Chair, Dean of the School and Registrar of the College.
 - (e) A student who receives medical attention at a medical facility other than the University Hospital shall, on return, report and submit records to the Director of the University Hospital for authentication.
 - (f) Medical reports which are secured after failure in examinations and without previous record of the illness shall not be accepted as valid ground for review of the failure in examination of the student concerned.
 - (g) A student who contracts a contagious disease shall on the advice of the Director, University Hospital, withdraw from the University community until he/she recovers.
 - (h) A student who gets pregnant shall take responsibility for her pregnancy at her cost from ante-natal to post-natal stages.
 - (i) A student who has been referred for rehabilitation shall be under obligation to seek the service from a competent institution.
 - (j) Contravention of any of these regulations shall lead to disciplinary action.
- (6) HIV/AIDS**
Every student shall abide by the University HIV/AIDS policy.
- (7) Death**
Death of a student shall be reported to the Dean of Students and handled in accordance with existing University policy.
- (8) Games, Sports and Recreation**
- (a) Students' conduct during sporting activities shall be governed by the University Students Regulations and those of the University Sports and Games Union.

- (b) Any student (or group of students) who attacks a Games Official or Referee or fights with another student at a match or interrupts a match shall be guilty of an offence.
- (c) It shall be an offence for any student to make use of sports facilities without obtaining permission from the relevant authority.
- (d) All University sports equipment shall be handled with care both within and outside the Games Union stores.
- (e) A student who loses or damages sports equipment, uniforms or facilities shall repair or replace them.
- (f) No student shall engage in any hazardous activity in the guise of sports, e.g. risky use of sports equipment and facilities or use of unsafe equipment.
- (g) All acts of hooliganism and use of offensive language during Sports Activities are strictly prohibited.
- (h) Any student who contravenes the above regulations shall be subjected to disciplinary action.

12. SECURITY

(1) Self and Property

- (a) Every student is advised to remain security conscious all the time while on or off the University premises.
- (b) Every student is responsible for the security of personal and University property while at the University.
- (c) It shall be an offence for a student to steal property from either other students, members of the general public or the University.
- (d) All cases of insecurity relating to self and property shall be reported to a relevant authority.
- (e) Every student shall at all times conduct him/herself in a manner that shall not compromise the security of others.

(2) Mechanically Propelled Vehicles and Pedal Cycles

- (a) A student shall keep and maintain a motor vehicle (including scooters, bicycles and motor cycles) at the University Campuses at his/ her own risk.
- (b) No vehicle shall be driven on any of the University roads at more than 32 km/h.
- (c) Motorists/cyclists shall take special care not to injure or inconvenience persons with disabilities.
- (d) Every student motorist and cyclist shall abide by the University Regulations relating to parking and driving/ riding.

13. HALLS OF RESIDENCE

(1) Registration in the Hall of Residence

- (a) Every student shall be required to register at the beginning of academic year with the Hall of Residence allocated to him/ her on the admission letter.
- (b) Failure to register shall make a student excluded from participation in hall activities including forfeiting hall leadership and sports.

(2) Opening and Closing of the Halls

- (a) Halls of Residence shall be opened at 6.00 a.m. and closed at midnight on daily basis.
- (b) Notwithstanding any provision of these Regulations, the University authorities may lock Hall gates at any other hour or any day with or without notice to that effect.
- (c) Any student who accesses or leaves the hall other than through conventional access points shall be guilty of an offence.
- (d) On returning from vacation, students may come to their Halls of Residence after breakfast on the Saturday preceding a Semester, without lunch being served.

- (e) Students joining the University as residents for the first time shall be in residence on the appointed day.
- (f) Any student unable to do so shall inform the Dean of Students through his/ her Warden, not later than two weeks after the opening of a semester.
- (g) All students shall go out of residence for vacation immediately after breakfast of the last day of the Semester.
- (h) Permission to remain in residence may be granted by the Dean of Students and an appropriate charge levied.
- (i) Permission to stay in residence on Academic or Health grounds may be granted only where the Dean of a School or a University Medical Officer certifies that this is necessary and makes provision for settling of the accommodation bill.
- (j) No student shall sleep out of the University during Semester-session without permission unless he/ she is officially non-resident.
- (k) Permission required to stay out for a weekend where no lectures are involved, shall be granted by the Warden.

(3) Visitors

- (a) A student who is not a resident of the hall shall not be allowed in the hall beyond midnight.
- (b) No non-student visitors shall be in the hall beyond 9.00 p.m.
- (c) No student shall allow a person/ persons of the opposite sex to enter or remain in his/ her room after 9.00 pm.

- (d) Every student shall remain within his/her Hall of Residence between 12 midnight and 6.00 a.m. unless prior permission has been obtained from the Warden.
- (e) A visitor shall first identify him/herself to the Custodian on duty before he/she may proceed to the student's room.
- (f) On reasonable suspicion that the visitor or student is, has or is about to commit an unlawful act, the Custodian may search the visitor or student either on-entering or leaving the Hall or on both occasions.

(4) Consumption of Drugs and Alcohol

- (a) No alcohol shall be stored or sold or consumed in the Halls of Residence except where permission has been given by the Warden or higher authority.
- (b) Storage, sale or consumption of prohibited drugs shall be an offence.

(5) Pregnancy

- (a) In order to cater for the safety of an unborn baby and its pregnant mother, a student who gets pregnant shall not be allowed to stay in Halls of Residence.
- (b) She must report to the Warden, move out of the Hall but may opt to come back into residence at least four months after delivery provided she does so without the baby.

(6) Dining Rooms

- (a) Meals shall be served at the time specified in designated Halls of Residence.
- (b) Guidelines for access to meals shall be provided by University Management and Service Providers in line with the existing Memorandum of Understanding.

(7) Residential Rooms

- (a) Privately-sponsored students shall pay for their accommodation in the University.
- (b) The rooms may be furnished with beds, tables, chairs and in some cases arm-chairs.
- (c) Occupants shall be responsible for the proper use and care of all property and any damages or loss must be reported immediately to the Warden or the Chief Custodian.
- (d) The occupants shall be required to sign for all property found in their rooms at the beginning of the Semester and sign off at the end of the Semester. It is the responsibility of the occupants to make sure that they sign off at the end of Semester otherwise they will be charged for the property not handed in.
- (e) Where a wall power point (Socket) is fixed in a room, it will take a maximum current of 13 amps (i.e. 3kw).
- (f) Electric lights must not be left on during day time or when you are not in the room.
- (g) Cooking in rooms is STRICTLY prohibited.
- (h) Rooms must be swept out by 8.00 a.m. each day.
- (i) Rubbish must be deposited in the dustbins provided.
- (j) Food left over, used bulbs, razor blades, and other debris should be deposited into rubbish bins and never thrown out through a window nor deposited in inappropriate places like sinks, water cisterns, toilet bowls, bathrooms or corridors.

- (k) Used condoms and Sanitary Pads shall be strictly disposed of into sanitary buckets.
- (l) Rooms shall be cleared, cleaned and fumigated under the Chief Custodian's supervision during vacations.
- (m) Private property shall not be left in the rooms during vacations.
- (n) In exceptional circumstances and with permission from the Warden, private property may be left in the Hall's Trunk Room during vacation at the owner's risk.
- (o) Conducting personal commercial business in rooms is strictly prohibited.

(8) Keys

- (a) Loss of keys by students must be immediately reported to the Warden or the Chief Custodian. The key will be replaced on payment of the cost of a new key or new lock.
- (b) Keys must be returned on leaving the Hall at the end of EVERY SEMESTER. Failure to do so involves paying full residential charges from the beginning of vacation to the time the key is returned, plus any other suitable punishment. It is the responsibility of each key holder to ensure that he has signed in the key-book when the key is returned to the Custodian on duty.
- (c) Duplication and/ or retention of keys by students without permission from the Warden shall be an offence.

(9) Residence during Vacation

- (a) Permission to stay in residence during vacation shall be

obtained from the Dean of Students.

- (b) A student permitted to stay in residence during vacation shall pay the University for the service in advance at the rate obtaining at the time.
- (c) A student permitted to stay in residence during vacation shall be subject to the University Regulations.
- (d) Contravention of these regulations shall attract disciplinary action.

(10) Students' Common Room

- (a) The Students' Common Room (SCR) Executive is responsible for the general social life of the Hall under the guidance of the Hall Warden.
- (b) The SCR activities are guided and regulated by the Hall and Guild Constitutions.
- (c) Every student shall be obliged to acquaint himself/herself with the two Constitutions as well as other University regulations; and abide by them.

(11) Warden and Resident Tutors

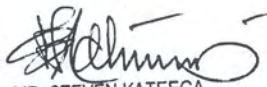
- (a) Every Hall shall have a Warden as the Manager, assisted by Resident Tutors.
- (b) A student will find a Warden in the Office and in case of emergencies, in the Warden's Residence. The roster for Tutors on duty during weekends will be availed.

14. GENERAL PENALTY

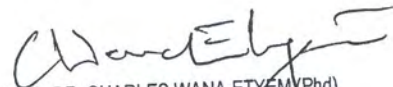
Subject to these regulations, a student who has been found guilty of an offence under these regulations for which no other penalty is provided shall be liable as shall be determined by the relevant disciplinary committee or University Council to one or a

combination of the following:

- (a) A written caution;
 - (b) Demand for an apology;
 - (c) Suspension from the Hall or University;
 - (d) Replacement of damaged property and or making good of the loss occasioned;
 - (e) Dismissal from the Hall of Residence/ University; and/ or,
 - (f) Referral to competent Courts of law.
- *Recommended to the University Council for approval by the Students' Affairs and Disciplinary Committee meeting held on Thursday, 7th May, 2015.*
 - *Approved by the University Council on Thursday, 21st May 2015.*
 - *Published in the Uganda Gazette on Thursday, 16th July, 2015.*



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Ag. Dean of Students, Makerere University.



ENG. DR. CHARLES WANA-ETYEM (Phd),
Chairperson, Makerere University Council.