



# **GLORIOUS POLYTECHNIC COLLEGE (GPC)**

**STUDENTS' BY-LAWS 2022**

# APPLICATION

- ▶ These By-Laws shall apply to any person who is admitted and registered as a student of the College.
- ▶ The application of these By-Laws to any student shall cease upon the expiry of the period one is registered as a student of the College or upon the happening of any event which disqualifies one from continuing to be a student of the College or in case of death.
- ▶ Every student shall be presumed to be aware of the existence of these By-Laws and any other laws of the College and it shall not be a defence for any student in relation to any proposed disciplinary measure that these By-Laws were not brought to his attention by the College.
- ▶ Payment of student's subscription fee shall be part and parcel of student's registration at the College. For avoidance of doubt; prescribed fee shall include "Students union fees".
- ▶ The operation and application of these By-Laws is without prejudice to the general laws of the Tanzania and Zanzibar.



# ORIENTATION AND REGISTRATION

## ❖ Orientation

- ▶ Every first year student shall attend orientation programmes, which are conducted during the first week of the opening of every academic year.

## ❖ Registration

- ▶ All students shall report and register at the College at the beginning of every semester and on the prescribed date as the College may appoint from time to time.
- ▶ Any student who fails to report and register on the prescribed date but not later than fourteen days from the date of reporting and without any reasonable cause shall be liable to cancellation of his/her admission

# STUDENTS' GOVERNMENT

## ❖ Students' Government

- ▶ The College has a Students' Organisation known as The Glorious Polytechnic College Students' Organisation (GPCSO). The Students Organisation is responsible for Students' academic, social and recreational activities at the College.

## ❖ Objectives of the GPCSO

- ▶ The objectives of GPCSO shall be;
  - i. To protect and promote students' interests in all aspects of their lives during their stay at the College.
  - ii. To establish a proper organisational basis for communication between the College's authorities and students.
  - iii. To form, maintain and develop fraternal relations with students of other higher learning institutions in Tanzania, Africa and the world over.
  - iv. To promote the good image and excellence of the College.



# GENERAL LAWS

## ❖ Act or omission

- ▶ Interfering with any electrical installation or any other service installed in the GPC. Any person found guilty of an offence under this by-law shall be liable to, a fine, an eviction or both depending on the seriousness of the problem.

## ❖ Vehicles

- ▶ The GPC shall have the power to refuse permission to any student or withdraw any permission granted to any student to drive on campus whenever it appears to the College that such student is a dangerous or reckless driver.
- ▶ The GPC shall not be responsible for the care and safety of any motor vehicle, motorcycle or any other property of a student.



# GENERAL LAWS cont.....

## ❖ **Maternity leave**

- Pregnancy will not be considered as an illness.
- After birth a female student may upon request be granted a maternity leave of 21 days from the day she delivers. Should there be any symptoms of maternal complications after that period, the same will be advised to postpone studies.

## ❖ **Permission to travel.**

- Students are responsible for their own travelling arrangements to and from the College.
- No student shall, except on very exceptional circumstances, obtain leave of absence for more than 14 days in any Academic year



# GENERAL LAWS cont.....

- ▶ Permission to travel during the week days and involving missing lectures and seminars shall be obtained in writing from the Deputy Principal (ARC) who will submit a copy of the letter of permission to respective Heads of Departments and Dean of Students.

## ❖ **Activities.**

- ▶ Students have complete freedom of worship, with essential limits that the Religious enjoyment of this freedom shall not, in any way, prevent other GPC'S activities and/or members in the community from enjoying their own freedom. Facilities for all major denominations are available within a walking distance from the College.

## ❖ **Games and Sports**

- ▶ The College encourages students to participate in different games and sports facilities available at the College include football, basketball, volleyball and netball courts. Students can fully participate in soccer, athletics, table tennis, basketball, netball, handball, swimming etc.



# GENERAL LAWS cont.....

## ❖ **Library Services.**

- ▶ Library services at GPC shall be available to students at specific operating hours as the College may prescribe from time to time.
- ▶ Students borrowing books, periodicals, magazines and any other documents or facilities from GPC library shall be responsible for their care and safety and shall return the borrowed items intact to the issuing officer on the date specified or agreed for the return of such items.





# STUDENTS' GENERAL CONDUCT

## ❖ Identity card.

- ▶ Students shall show Identity cards in all places and at all times when required to do so by an authorized person. Failure to show the identity card shall lead to the denial of the service concerned.

## ❖ Misconduct.

- ▶ Any kind of misconduct by a student or students, which has the effect of tarnishing the good name of the GPC both on and off campus, is prohibited. Any person found guilty of an offence under this by-law shall be liable on conviction of a first breach to suspension from the GPC and second breach to a dismissal.

# STUDENTS' GENERAL CONDUCT cont.....

## ❖ **Disciplinary offences.**

- Without prejudice to any other provision in these By-laws, the following acts shall constitute disciplinary offences:
  - ✓ To make noise or disturbance or mobilize other students or people to make noise or disturbance of any kind in any premise or compound of the College.
  - ✓ To instigate or participate in any mob action, strike, boycott of classes or any civil commotion.
  - ✓ To willfully organize and, or participate or convince others to organize and, or participate in any illegal meeting.
  - ✓ Drunkenness or any disorderly conduct or unbecoming behaviour by any student of the GPC, both on and off-campus.

# STUDENTS' GENERAL CONDUCT cont.....

- ✓ To behave in any manner which does or is likely to cause damage to the property of the GPC or of another student or any other member of the GPC community.
- ✓ To behave in any manner which is likely to encourage or instigate violence among other students towards the property or any member of Staff of the College, regardless of whether that behaviour occurs on or off the campus.
- ✓ To do any act which causes or is likely to cause physical or psychological harm to any other student, staff or any other member of the GPC community.
- ✓ To assault, abuse or harass any member of staff of the College, their families or any fellow student.
- ✓ Any conduct, which obstructs or frustrates or is likely to obstruct or frustrate the carrying out of any instruction or lawful activities scheduled to take place in the College.
- ✓ To willfully, maliciously or negligently destroy trees, hedges, flower beds, fences of any kind, lawns or any other physical features maintained and cared by the GPC for whatever purposes.



# STUDENTS' GENERAL CONDUCT cont....

- ✓ To invite, entertain or accommodate a criminal fugitive or any person banned from the GPC compound or premises.
- ✓ Failure or refusal to abide by any lawful order issued under any laws of the GPC or any lawful decision or directive passed by any appropriate organ of the GPC.
- ✓ Theft of College's property or property of any person within or outside the campus.
- ✓ Any fraudulent collection or charging money from fellow students or any other person.
- ✓ Mismanagement or embezzlement of students' organization funds or of any other recognized student society established under the auspices of students' organization in accordance with the students' organization's constitution for the time in force.

# STUDENTS' GENERAL CONDUCT cont.....

- Sexual harassment of whatever kind. For avoidance of any doubt, it includes any or all but not limited to the following:
  - ✓ Sexual jokes, noises, lewd suggestions, foul language, obscene gestures, pressuring demands for dates, spreading rumours about a person's sexual life with the purpose of assassinating the character of the victim, patting, kissing, grabbing, and touching of sensitive body parts.
  - ✓ Transmitting offensive written, telephone or electronic communications of sexual nature, indecent exposure, and belittling comments on a person's anatomy.
  - ✓ The use of one's authority, either explicitly or implicitly, to coerce another into unwanted sexual relations or punish another for his/her refusal.
  - ✓ Rape or indecent assault, public or group sex. Any person(s) found guilty of an offence under this part shall be liable on conviction to dismissal.
- A student who is convicted by court of law of a criminal offence shall be dismissed from the College.
- A student whose suspension period exceeds two consecutive academic years shall cease to be a student of the GPC.

# STUDENTS' WELFARE AND DISCIPLINARY COMMITTEE.

- ❖ Students' Welfare and Disciplinary Committee shall be composed of the following members.
  - Principal - Chairperson
  - Registrar - Member
  - Heads of Academic Departments - Member
  - Two representatives of GPCSO - Member
  - Dean of Students - Member
  - Personnel and Administrative Officer - Secretary.
- ❖ The SWDC shall be responsible for recommending disciplinary actions to the Students Disciplinary Appeals Committee (SDAC) of the Governing Board.
- ❖ Where a student has been punished for any disciplinary offence and she/he wishes to appeal to the SDAC of the Governing Board she/he shall do so within thirty (30) days of the decision of the disciplinary authority.

# SETTLEMENT OF COMPLAINTS

- ❖ Any complaint by a student against any member of staff of the GPC shall first be reported to the Head of Department in which such member belongs and the Head of Department shall on failure to settle the matter refer it to the appropriate higher authority next in command.
- ❖ Any complaint under sub-rule (1) and (2) of this by-law shall be lodged in writing.
- ❖ Any other complaints of a student shall first be presented to the Dean of Students by the respective student or GPCSO.



# STATUS AFTER SUSPENSION

- ❖ Any student, who resumes studies at the College after being suspended under any of the provisions of these By-Laws or any other law in force and applicable to such Student, shall personally bear all the costs and other consequences of such suspension.



# PENALTIES

## ❖ Power of the Principal.

- ▶ The Principal shall, after consultation with the Chairman of the Board have the power to suspend the whole student body if there is an imminent danger to lives and property of the College and report to the Governing Board.
- ▶ A student may be dismissed where:
  - ✓ Is charged and proved to have committed an offence punishable by suspension and that the same student had previously suffered the same penalty within the same academic year.
  - ✓ Has been suspended and failed to comply with such penalty by either remaining or being seen on campus or attending lectures.
  - ✓ It is established that, she/he has committed a criminal offence.
  - ✓ Has committed an offence not specifically provided for under these By-Laws and which, in the opinion of the Disciplinary Authority, warrants dismissal
- ▶ Any student found guilty of any offence under these By-laws may in addition to any specified penalty, be required to pay compensation for any loss or damage caused by him/her. The Disciplinary Authority shall have the power to make the following decisions where suspension or fine is preferred as a disciplinary penalty under these By-Laws:
  - ✓ In the case of a fine impose the fine not exceeding Tshs.100,000/- (One hundred thousand), depending on the intensity of the problem. (Decision of the amount of fine shall depend on the intensity of the offence.)
  - ✓ In the case of suspension to suspend a student for a period not exceeding two months.



# PENALTIES cont....

## ❖ Record of Penalties.

- ▶ Any penalty imposed on any student by any authority under these By-laws or any other law in force and applicable to such student shall be recorded in the personal file of the respective student.

## ❖ Smoking Prohibited.

- ▶ Smoking is not permitted in the library, cafeteria, lecture rooms, computer rooms or any other Public place that the GPC may specify through any appropriate notice from time to time.



# DRESSING CODE

- ▶ All students shall wear the uniforms as provided and directed by the college. A student who is found to have dressed himself or herself inappropriately shall not be allowed in Lecture rooms, Library, Computer room or any other areas as shall be prescribed by the College from time to time.



THANK YOU