

Manual of Students Rights and Duties

Student Rights

- 1-The right of the student to provide them with the adequate educational environment for comprehension and grasping easily by ensuring all the educational facilities to support this aim.
- 2-The right of the student to get the educational and acknowledgement related to the university curriculums that are studied accordance with the university regulations and rules that control the academic function.
- 3-The right of the student to get the college and departments study plan, as well as the available specializations. Also to know the educational schedules before they begin to study and to know also the registration rules which enable them to register themselves in the available curriculums, also to consider the priorities arrangements according to fair standards when it is become not available to all student's desires.
- 4-The right of the student to eliminate or add any curriculums or even eliminate a whole semester in accordance with the study and registration rules within the limited period that is announced to the students.
- 5-The right of the student to abide the faculty members by the lectures timing, and fulfilling both scientific and practical fixed hours, not canceling lectures or changing its time, except when it is necessary, and it is very important to provide the students with substitute lectures instead of the missed lectures, thus all of this has to be accomplished in accordance with the coordination between students and specified department.
- 6- The right of the student to ask and participate in adequate scientific discussions with faculty members, without any supervision or penalty unless the discussion goes too far beyond the general moral and the appropriate manners and etiquette, both during lectures and during the office hours allocated to meet students.
- 7- The right of the student to be questions within the curriculum components and within the discussed matters, the tests should consider the equal and logical distribution of the marks, thus to ensure the fair evaluation for the abilities of the students.

- 8- The right of the student to attend all tests unless there is an systematic obstacle, and the student has to be informed with deprivations from attending exams with enough time.
- 9- The right of the student to know the typical answers for the seasonal exams questions and the marks distribution to the answers parts which are considered the evaluation bases, in order to evaluate the student before the final exam.
- 10- The right of the student to revise his answers to the final exam according to the university regulations and rules that manage the system of revision and its terms.
- 11- The right of the student to know his results which he got in the monthly, sessional or final exams after evaluating and approving it.

Student Duties

- 1- The student is obligated to go on the study and undertake all the students' requirements in light of the rules and timing determining for the beginning and ending the session, transformation, registration, excuses, elimination, and addition according with the rules mentioned in the applied regulations in the university.
- 2- The student is obligated to respect the teaching staff members, employees, workers, from the university employees and others from the contracting companies with the university, the students in the university, the visitors, not to expose to them with hurt even by saying, doing or by any other action.
- 3- The student is obligated to respect the rules and arrangement related to the lectures running. Attend and not absent from the lecture except only with accepted excuse according to the rules and regulations.
- 4- The student is obligated to prepare the researches and the different studies requirements for the curriculums without cheating, not sharing with others in prepare them with any form, to ascribe others' efforts to himself, follows any of illegal tricks to prepare these researching, the reports, the papers, studies and other of the basic requirements for the curriculums.
- 5- The student is obligated to attend exams, discipline, not attempt to cheat attempting, assistance to commit it with any form, to pass off as, forgery or entering the forbidden materials or appliances to the examination sites or labs.
- 6- The student is obligated to the guidance and instructions that are delivered to them by the responsible or the observers in the examination sites or labs, not break the calmness during undertaking the examination.

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