



Discipline Offences and Recommended Penalties

Regarding first instances of minor offences listed under Regulation B1, the authorised officers may consider the most appropriate action would be to hold learning/welfare discussions with the student and/or issue them with an informal warning, rather than proceed directly to the formal discipline process.

Please note that the Discipline Committee or authorised officers may choose to vary the recommended penalties listed below depending on the case e.g., aggravating factors, mitigating circumstances. In addition, the Discipline Committee can also impose other permanent measures for safeguarding purposes.

When allegations have been found proven by authorised officers or the Discipline Committee, information will be provided to students regarding the penalties that may be imposed should they carry out further offences of the same nature.

Offence	Penalties for 1st offence	Penalties for 2nd offence	Penalties for 3rd offence
A first or second minor breach of University regulations or policies / accommodation licence agreements, terms and conditions, or codes of conduct	Warning regarding behaviour and repeat offences £25 fine per breach	Final warning regarding behaviour and repeat offences £50 fine per breach	
Smoking/vaping in University 'no smoking' areas including accommodation (including allowing a guest to smoke/vape)	Warning regarding behaviour and repeat offences £75 fine Completion of appropriate safety training A final warning that failure to complete the appropriate safety training may result in a temporary ban from living in University accommodation (if	Warning regarding behaviour and repeat offences £150 fine A temporary ban from living in University accommodation (if that was where the offence occurred)	Final warning regarding behaviour £250 fine Permanent ban from living in, or visiting, University accommodation (if that was where the offences occurred) Ban from attending student's graduation ceremony

	that was where the offence occurred)		
Failure to evacuate on the sounding of the fire alarm	Warning regarding behaviour and repeat offences £100 fine Completion of appropriate safety training Final warning that failure to complete the appropriate safety training may result in a temporary ban from living in University accommodation (if that is where the offence occurred)	Warning regarding behaviour and repeat offences £200 fine 1000-word statement A temporary ban from living in University accommodation (if that is where the offence occurred)	Final warning regarding behaviour £250 fine Permanent ban from living in, or visiting, University accommodation (if that is where the offence occurred) Ban from attending student's graduation ceremony
Downloading copyrighted material	Warning regarding behaviour and repeat offences £100 fine	Final warning regarding behaviour and repeat offences £250 fine	Ban from attending student's graduation ceremony
Failure to disclose name and other relevant information to University staff, or not respond truthfully, when reasonably asked to provide this	Warning regarding behaviour and repeat offences £50 fine	Final warning regarding behaviour and repeat offences £100 fine	Ban from attending student's graduation ceremony
Failure to respond to reasonable requests or directions (verbal and written) by University staff (including failing to attend a disciplinary interview)	Warning regarding behaviour and repeat offences £50 fine	Final warning regarding behaviour and repeat offences £100 fine	Ban from attending student's graduation ceremony
Noise disturbances	Warning regarding behaviour and repeat offences £50 fine	Warning regarding behaviour and repeat offences £100 fine	Final warning regarding behaviour £200 fine Ban from attending student's graduation ceremony Depending on where the offence occurred: A permanent ban from living in

			University accommodation or Exclusion from the Library (or any other learning space) for a determined period
Possession or use of drugs that are prohibited by the University and/or possession of drug paraphernalia for personal use (this includes allowing another person to bring or use such drugs within a student's University accommodation)	Warning regarding behaviour and repeat offences £100 fine	Warning regarding behaviour and repeat offences £200 fine	Final warning regarding behaviour £300 fine Permanent ban from living in, or visiting, University accommodation Ban from attending student's graduation ceremony
Antisocial, disorderly or reckless conduct which results in minor damage to University property, or the property of staff, students and visitors that is caused intentionally or recklessly	Warning regarding behaviour and repeat offences £50 fine A charge to cover the damage caused by the offence	Warning regarding behaviour and repeat offences £100 fine A charge to cover the damage caused by the offence Permanent ban from living in, or visiting, University accommodation (if that was where the offence occurred)	Warning regarding behaviour Ban from attending student's graduation ceremony Suspension from the University for a determined period
Antisocial, disorderly or reckless conduct (including via social media) which is uncondusive to study, work and/or rest, or which affects the good health and safety of students, staff or visitors.	Warning regarding behaviour and repeat offences £100 fine	Warning regarding behaviour and repeat offences £200 fine Permanent ban from living in, or visiting, University accommodation (if that was where the offence occurred)	Final warning regarding behaviour Ban from attending student's graduation ceremony Suspension from the University for a determined period
Failure to self-isolate or quarantine when required to do so.	Warning regarding behaviour and repeat offences	Warning regarding behaviour and repeat offences	Final warning regarding behaviour Ban from attending

	£100 fine	£200 fine Permanent ban from living in, or visiting, University accommodation (if that was where the offence occurred)	student's graduation ceremony Suspension from the University for a determined period
Inappropriate behaviour	Warning regarding behaviour and repeat offences £50 fine	Warning regarding behaviour and repeat offences £100 fine	Ban from attending student's graduation ceremony
Unauthorised uploading of documents created by other members of the University to external websites	Warning regarding behaviour and repeat offences £25 fine per breach	Final warning regarding behaviour and repeat offences £50 fine per breach	
A serious or persistent breach of University regulations or policies or terms and conditions	Warning regarding behaviour and repeat offences £125 fine 1000-word statement	Warning regarding behaviour and repeat offences £250 fine Ban from attending student's graduation ceremony	Final warning regarding behaviour Suspension from the University for a determined period or Exclusion from the University
Complaints against the University or its members which are vexatious or frivolous in nature, for example motivated by malice or designed specifically to cause disruption or annoyance	Warning regarding behaviour and repeat offences £125 fine Ban from attending student's graduation ceremony and/or Suspension from the University for a determined period or Exclusion from the University	Exclusion from the University	
Abusive, offensive, indecent, or threatening behaviour against members of the	Warning regarding behaviour and repeat offences £125 fine	Warning regarding behaviour and repeat offences £250 fine	Final warning regarding behaviour Suspension from the University for a

University or its visitors, including via social media	Written apology	Written apology 1000-word statement Ban from attending student's graduation ceremony	determined period or Exclusion from the University
Causing or attempting to cause physical harm, injury, or mental distress, including where this was caused by controlling, coercive or threatening behaviour	Warning regarding behaviour and repeat offences £250 fine Ban from attending student's graduation ceremony Suspension from the University for a determined period or Exclusion from the University	Warning regarding behaviour and repeat offences £500 fine Ban from attending student's graduation ceremony Suspension from the University for a determined period or Exclusion from the University	Exclusion from the University
Failure to comply with a temporary exclusion or restriction or a sanction imposed under Regulation B1	Warning regarding behaviour and repeat offences £150 fine Requirement to satisfy original penalties	Warning regarding behaviour and repeat offences £300 fine Requirement to satisfy original penalties Ban from attending student's graduation ceremony	Final warning regarding behaviour Suspension from the University for a determined period or Exclusion from the University
Significant breach of health and safety requirements, endangering the wellbeing of students, staff and visitors including but not exclusive to: De-activating/tampering with fire alarms and/or smoke/fire detectors or other safety equipment in a University building Non-accidental fire extinguisher activation	Warning regarding behaviour and repeat offences £250 fine Completion of the appropriate safety training A warning that failure to complete the appropriate safety training will result in a permanent ban from living in, or visiting, University	Warning regarding behaviour and repeat offences £500 fine 1000-word statement Permanent ban from living in, or visiting, University accommodation (if that was where the offence occurred) Ban from attending student's graduation	Final warning regarding behaviour Suspension from the University for a determined period or Exclusion from the University

Propping open of a fire door.	accommodation (if that was where the offence occurred)	ceremony	
Possession of firearms / other weapons and explosives (real or imitation) on University premises	Exclusion from the University		
Falsification or serious misuse of University documents, including certificates, transcripts, permits and letters, or falsified evidence brought forward for consideration under any University process	Exclusion from the University		
Impersonation of others or allowing another to impersonate you, within or outside the University, in connection with academic attainments, attendance monitoring, or visa checking points	Warning regarding behaviour and repeat offences £125 fine	Warning regarding behaviour and repeat offences £250 fine Ban from attending student's graduation ceremony	Exclusion from the University
Theft, fraud, misapplication of or gross negligence in connection with funds or property of any kind	Warning regarding behaviour and repeat offences £125 fine A charge to cover the loss caused by the offence Plus, dependent on the case, the full range of other penalties may be imposed including exclusion from the University	Warning regarding behaviour and repeat offences £250 A charge to cover the loss caused by the offence Ban from attending student's graduation ceremony Plus, dependent on the case, the full range of other penalties may be imposed including exclusion from the University	Final warning regarding behaviour Suspension from the University for a determined period or Exclusion from the University
Criminal convictions, where these either involve other students, raise concerns regarding the safety or well-being of members of the University community, or directly affect	Warning regarding behaviour and repeat offences Dependent on the case, the full range of penalties may be	Final warning regarding behaviour Dependent on the case, the full range of penalties may be imposed including exclusion	Exclusion from the University

the interests or reputation of the University	imposed including exclusion from the University	from the University	
Failure to declare a relevant criminal conviction or ongoing criminal legal proceedings at enrolment or re-enrolment	Warning regarding behaviour and repeat offences Dependent on the case, the full range of penalties may be imposed including exclusion from the University	Final warning regarding behaviour Dependent on the case, the full range of penalties may be imposed including exclusion from the University	Exclusion from the University
Supply of drugs, or possession with intent to supply drugs, that are prohibited by the University as listed in the Discipline Procedure. This also applies to the cultivation or preparation with the intent to supply such drugs within their accommodation. This also applies where a student within their allocated University accommodation knowingly allows another person to do so	Exclusion from the University		
Offences which are covered by the University's policies on bullying and harassment, sexual misconduct, or are otherwise in breach of the University's core values on dignity and respect	Warning regarding behaviour and repeat offences Dependent on the case, the full range of penalties may be imposed including exclusion from the University	Final warning regarding behaviour and repeat offences Dependent on the case, the full range of penalties may be imposed including exclusion from the University	Final warning regarding behaviour Suspension from the University for a determined period or Exclusion from the University
Conduct which is likely to bring the University into disrepute	Warning regarding behaviour and repeat offences £125 fine	Warning regarding behaviour and repeat offences £250 fine Ban from attending student's graduation ceremony	Final warning regarding behaviour Suspension from the University for a determined period or Exclusion from the University