



---

Everyone who accepts a place on an undergraduate or graduate course at New College is deemed to have bound themselves to observe the College regulations. Persons accepting a place on an undergraduate course at New College are deemed to have accepted the requirements set out in the statement of 'Academic Obligations' in the Dean's Handbook. These regulations set out the disciplinary procedures, which will be instituted in cases of infringement of these obligations and regulations.

a) There are five categories of student:

Undergraduates: undertaking first BA degree courses and members of JCR.

Graduates: undertaking higher degree courses and members of both JCR and MCR.

Mature Students: undertaking either first BA degree courses or higher degree courses and members of either JCR or MCR depending on what degree is being taken.

Senior Status Students: undertaking second BA degree courses and members of both JCR and MCR.

Visiting Students: Visiting Students are students studying at New College for a limited period of time, but who are not enrolled for a degree; depending on the circumstances, they may be members of either the Junior or Middle.68 4(d)-4(

to resume it at the end of the period of suspension, subject to meeting any requirements set by the College. These may include sitting one or more Penal Collections, which shall where possible be marked or second-marked by an appropriate person outside College. (A Penal Collections differs from a routine Collection in this it is imposed by the Warden and Tutors Committee, not the tutors; it is where possible marked or second-marked externally; and failure to attain a given mark or above may result in further academic penalties as detailed under 6) below.)

- d) 'Withdrawal from Public Examinations': where an undergraduate wishes to withdraw from Public Examinations (and therefore to suspend their course), the express agreement of the College is required. To effect this the undergraduate will need to contact the Tuition Office.
- e) 'Withdrawal from course': where an undergraduate voluntarily withdraws from their course and so ceases to be a member of the College and of the University.
- f) 'Expulsion': where an undergraduate is permanently deprived of membership of the College and of the University.
- g) 'Fitness to study': Junior members must consistently fulfil the requirements of both the University's and College's Fitness to Study Policy. See links at

- c) The Disciplinary Sub-Committee of Warden and Tutors shall be constituted according to the following procedures. The Senior Tutor shall in each Trinity Term draw up for the following academic year a panel of ten from the list of Professorial, Official and Supernumerary Fellows of the College and submit it to Warden and Tutors for approval. In drawing up the panel the Senior Tutor shall take the first name on the list of Fellows drawn up according to seniority, then the fifth, ninth names and so on exclusive of the Dean and the Dean of Divinity, or such other order as shall vary the list from year to year and shall include names from the first five and last five names on the list of Fellows. For any case the Disciplinary Sub-Committee shall consist of the Sub-warden, who shall normally take the chair, and four other Fellows drawn from the panel. The Senior Tutor shall act as non-voting advisor to the Sub-Committee, and shall inform it on matters of procedure, precedent, and fact, but shall take no active part in its recommendation, withdrawing before the Sub-Committee's final deliberations. The Senior Tutor may also recommend that a welfare representative from the College be present too where pertinent to the case, that representative also acting strictly in a non-voting and advisory role. The four other members of the Disciplinary Sub-Committee shall be drawn by the Senior Tutor from the members of the panel available at the time and excluding any member of the panel whose complaint forms part of the proceedings, beginning from the junior end of the list, and shall include both male and female members. Members of the panel may disqualify themselves on grounds of personal interest or involvement. If the Sub-Committee of five cannot be made up from the panel, the Senior Tutor shall co-opt additional persons from the list of Fellows.
- d) Where there is evidence of a medical condition that may have impacted on the student's academic performance and, because of a belated diagnosis, this comes to

- 
- a) The College's requirements are set out in the statement of 'Academic Obligations' in the Dean's Handbook. If an undergraduate fails to pass or to obtain Honours as appropriate at the first attempt, Warden and Tutors Committee shall set conditions regarding a second attempt.
  - b) If the undergraduate fails to fulfil these conditions regarding a second attempt, the College shall normally consider the undergraduate's course to have been withdrawn. Warden and Tutors, however, may set conditions for a further attempt, or may refer the matter to the Disciplinary Sub-Committee.
  - c) If in exceptional circumstances the Disciplinary Sub-Committee of Warden and Tutors allows a further attempt at the First Public Examination, but the undergraduate fails to meet the Disciplinary Sub-Committee's conditions regarding such a further attempt, the same procedures shall be followed as in the case of

- b) The normal course of action shall be to send to the undergraduate a First Official Warning of breach of requirements, which shall take the form either of a summons to the Warden or of a Senior Tutor's letter, and shall state that continued breaches may result in the undergraduate's expulsion. This First Official Warning may be accompanied by the imposition of a Penal Collection at which the undergraduate is required to achieve a specific standard (normally 60% or the lowest 2.1 mark).
  
- c) If either a failure of a Penal Collection or a further breach of requirements is reported the normal course of action shall be to send to the undergraduate a Second Official Warning of breach of requirements, which shall take the same form as in 6(b) above. This Second Official Warning also may be accompanied by the imposition of a Penal Collection at which the undergraduate is required to achieve a specific standard.



