



Shaw College, The Chinese University of Hong Kong Reminders on Student Discipline

Disciplinary Committee

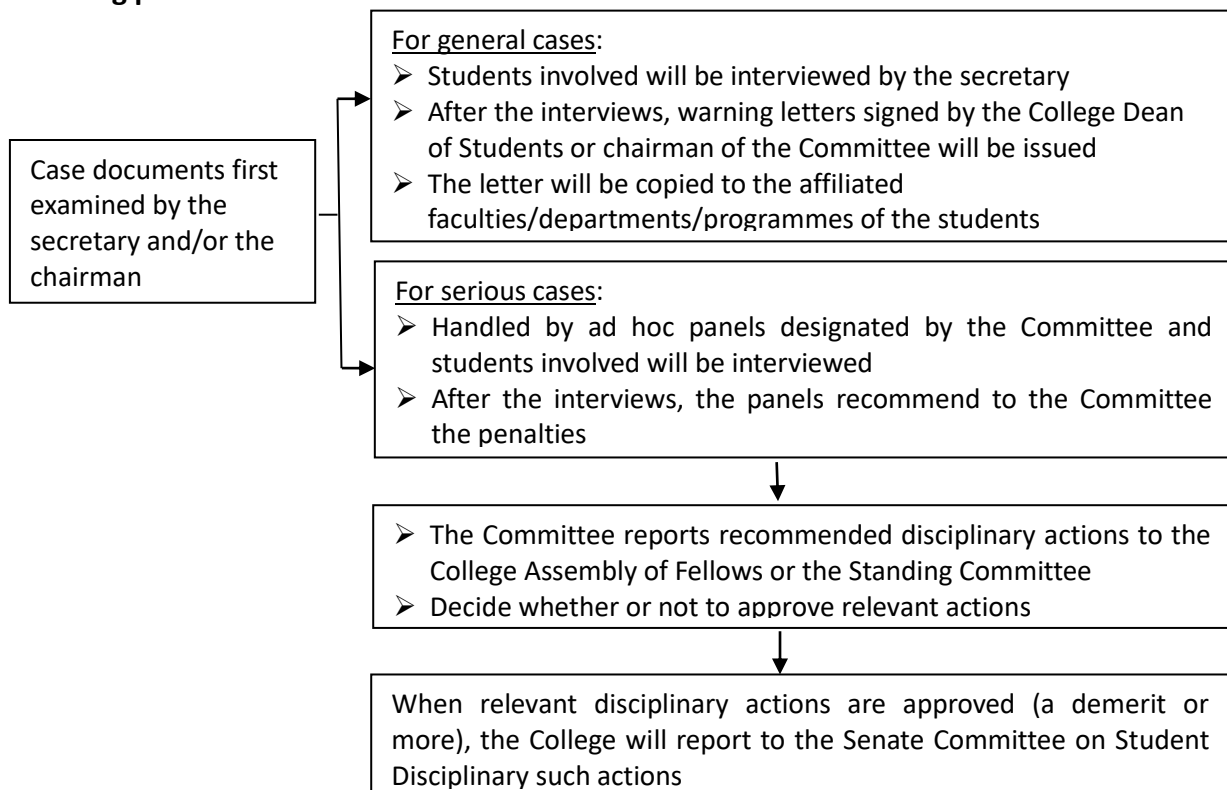
1. Shaw College Disciplinary Committee (hereinafter “The Committee”) is a committee under the Assembly of Fellows.
2. The Committee is chaired by a senior teaching member and members of the Committee include teaching staff, college representatives, warden representatives and student representatives.
3. The terms of reference of the Committee include 1) To consider matters relating to student discipline and 2) To recommend to the Assembly of Fellows disciplinary actions against misbehaved students.

Disciplinary Cases and Handling

Type of cases:

1. “Non-academic”: incidents occurred in college (including student hostels), and cases referred by other colleges or University units involving students of Shaw College.
2. “Academic”: cases related to college general education courses.

Handling procedures:



Examples of Commonly Committed Offences

Below is a summary of some commonly committed offences, however cases varied in nature and gravity and cannot be fully listed. In general, the Committee first makes reference to the University’s **General Regulations Governing Full-time Undergraduate Studies**:



Misbehavior	Penalty (demerits and other penalties)
Illegal transfer of student hostel places without prior approval by wardens or selling of student hostel places	1 demerit or more
Using another person's identity document (e.g. CU Link) or impersonation (e.g. for entering student hostel, joining activities organized by the College)	1 demerit or more
Lending identity document to another person	1 demerit or more
Damage of public property and order	1 demerit or more
Plagiarism in written assignment of college general education courses	1 demerit or more and a zero mark be given to relevant assignment
Theft	1 demerit or more
Leaving the university libraries with uncharged item for more than once	1 demerit or more
Using CU account for illegal download of copyrighted material from the internet for more than once	1 demerit or more
Alteration of system devices for air-conditioning or laundry, or use of the said system in student hostels to enjoy free or reduced charges for air-conditioning or laundry	1 demerit or more
Posting offensive messages against others on social media platforms	1 demerit or more
Hurting others' bodies	2 demerits or more
Falsification of documents or signature / False statutory declaration	2 demerits or more
An offence of an immoral, scandalous or disgraceful nature of which the student has been convicted in any court of law	2 demerits or more

1. There are two types of demerits, removable (to be removed after a certain period of time or by the time of graduation) and non-removable, to reflect the gravity of misbehavior.
2. It is noted that students are usually imprudent and do not realize the serious consequences of their misbehaviours. They can only regret when it is too late.
3. Students are therefore reminded that demerits are recorded on their transcripts and their application for scholarships, exchange and other student development programmes, student hostel places, etc. may be affected. Demerits on permanent record will affect their future studies and career.
4. According to the **University's General Regulations Governing Full-time Undergraduate Studies**, a student who has been given a total of 3 demerits (including those imposed by college, department and other units) may result in the termination of studies.

Students should also read the **Procedures for Handling Cases of Academic Dishonesty:**

