

The rules regulating the Students' Rights Unit in KKU

General Provisions

Article 1:

Pursuant to these rules, a Students' Rights Unit shall be established in KKU.

Article 2:

The following words and expressions shall have the below meanings, unless otherwise stated:

KKU/University: King Khalid University

Male/female students: KKU male and female students.

The Unit: The Students' Rights Unit in KKU, including its organizational structure, and the office thereof is in the Deanship of Student Affairs.

Student's Committee: A committee of the college concerned with the issues and problems of college students.

The Standing Committee of Student Rights: A standing committee of the Student Rights Unit of the Deanship of Student Affairs.

The Standing Committee of Student Affairs: The Standing Committee of Student Affairs at the University level.

The Document: University student's bill of rights and obligations.

University members: All people working or studying in the University, including male/female students, teaching staff members, employees, administrators and service workers in the University's colleges, institutes and centers.

Article 3:

KKU aims, through the establishment of this Unit, at achieving a harmonious university community where the spirit of mutual cooperation between employees prevails, adopting the principles of justice and fairness as an essential pillar to build an ideal society within the University, and supporting student rights on basis consistent with the rules and regulations applicable thereto. In addition, the role played by the Unit shall not be considered a substitute for them or cancel or disable some provisions thereof.

Article 4:

The establishment of the Unit is intended to increase the culture of justice and fairness among students, provide them with the necessary advice, acquaint them with their university rights and how to gain them by resorting to the legal and official channels within the university under these rules and regulations applicable to the University.

Article 5:

The Unit shall give priority in solving male/female students' problems to friendly efforts to create a climate of cooperation between University members to serve as a basis for justice.

Article 6:

These rules shall take effect as of the date of final approval thereof. In all cases, a male/female student may not submit his/her complain or appeal after 15 days of the incident involved in the complaint or appeal. The student may not also submit a more than one complaint or appeal regarding the same incident.

Article 7:

The Unit is consisted of a number of employees in addition to a standing committee consisted if the following members:

1. Vice Dean of Student Affairs - Chairman;
2. A member from Admission and Registration Deanship
3. A member from the College of Sharia
4. A member from Quality and Development Deanship
5. Vice Dean of Admission and Registration Deanship

Article 8:

Male/female student rights inside the colleges are part of the student's committee duties in each college. Such committee shall formed by the college council at the beginning of each academic year and report to the college's vice dean.

Article 9:

The Student's Committee duties are to receive complaints from male/female students about any academic or non-academic issues faced by students inside the college.

Article 10:

A male/female student shall submit complaints using the form developed for this purpose. The form shall accurately and clearly filled to identify the subject of the complaint accompanied with evidence establishing his/her right. Student shall receive a receipt stating that the complaint has been received by the Committee.

Article 11:

The Committee shall have the right to require the defendant to provide a written response to the complaint within one week from being duly notified, without an obligation to appear in person before the Committee.

Article 12:

The Committee shall convene based on the agenda thereof, a call by its chairman or half of the members thereof. Meetings shall not be valid unless attended by two thirds of its members. All discussions and decisions shall be recorded in the meeting minutes and signed by present members. Committee decisions shall be made by the absolute majority vote of present members. In case of a tie, the casting vote of the Chairman shall prevail.

Article 13:

Complaints shall be considered by the Student's Committee no later than 15 days after submitting the complaint.

Article 14:

The decision made by the Student's Committee shall be announced to the concerned parties and may be appealed in writing, within 15 days from the decision announcement date, before the Standing Committee of Student's Rights of the Student Rights Unit of the Deanship of Student Affairs.

Article 15:

If the Student's Committee sees not to resolve the complaint, because the case submitted may bear a special significance or the Committee has a moral impediment to make the right decision, it shall refer the complaint submitted by the student to the Standing Committee of Student's Rights of the Deanship of Student Affairs.

Article 16:

If the Students' Committee of has not issued a decision within the period set in Article 13, the student may submit a written application to the Standing Committee of the Deanship of Student Affairs to consider and investigate his/her complaint. The receipt stating that the complaint has been received by the Students' Committee of his/her college shall be attached to the application.

The Standing Committee

Article 17:

The Standing Committee shall be formed upon decision from the President of the University.

Article 18:

The Standing Committee of Student's Rights shall always be in session based on its agenda or by a call from its Chairman or from half of its members. The meeting shall only be valid if attended by two thirds of the members. All deliberations and decisions shall be recorded in the minute, which shall be signed by attending members. Decisions shall be made by absolute majority of votes of the attending members, and in case of a tie, the chairman shall have the casting vote.

Article 19:

The Standing Committee of Student's Rights undertake its managerial and technical duties that fall under its terms of reference following the same procedures and provisions prescribed in Articles 10 & 11 hereof, regarding:

First: Appealing decisions from the Student's Committee.

Second: Any complaint not settled by the Student's Committee within the legal period (15 days) or any complaint the Student's Committee believes it should be referred to The Standing Committee of Student Rights, as prescribed under Art. 15 hereof.

Third: Any complaint referred by the President for its confidentiality or exceptional circumstances.

Article 20:

The Standing Committee of Student Rights may, for any case presented to such, ask for an opinion from any of the University members or any other expert, as it deems necessary.

Article 21:

In case the complaint or appeal is, based on lack of evidence against the complaine or lack of seriousness from the complainant, refused by the Standing Committee of Student Rights, the Committee shall issue a reasoned decision for the closure of the complaint, which shall, after being approved, be irrevocable.

Article 22:

The Standing Committee of Student Rights may, if it believes that the complaint is malicious, recommend the referral of the male/female student (the complainant) to the Standing Committee of Student Affairs in accordance with University rules and regulations.

Article 23:

After KCU President approval, the decision issued by the Standing Committee of Student Rights shall be final and announced to the concerned parties.