



STUDENT RULES

1. This rule will set and govern the matters of the students of the Clique College. Thus, all students should abide by this Student Rule.

2. The students should:

a) Attend to the classes on time and in accordance with the timetable provided. If a student is not on time, then the Lecturer may mark the student absent.

b) Attend at least 80% of the classes in a course. Cases of failure to meet the attendance requirement will be referred to the Academic Council, which reserves the right to bar the student(s) from the relevant examination.

c) Inform the College in writing if the student is unable to attend to the classes for any reason.

d) Absence can be excused for valid reasons if it is requested in writing with relevant documents. Absence due to medical reasons should be supported with a medical certificate. For other reasons letters from parents, guardians, sponsors and workplaces can be accepted if it is found to be a valid reason. Cases of long absence will not be granted excuse for whatsoever reason.

e) The above-mentioned certificate or letter shall be submitted to the Course Coordinator within a reasonable duration of such absenteeism. Delayed submission to obtain excuse will not be accepted.

f) Clique College will not be responsible towards any issue arising due to poor attendance record including accrediting their award.

3. When attending to classes the students shall dress properly. The dress code should be within the criteria of decent student attire. It includes the following and is not limited to:

a) Male students shall wear trousers/jeans and shirts/T-shirts and should at all times be properly presentable. The College will not entertain stud piercing of any sort; hair coloring and male student should maintain a short crop of hair.

b) Female students should wear suitable student clothing as advised by the College. Excessive coloring of the hair will not be allowed.

4. Fees

a) The students are required to pay the monthly fees / installments and examination fees (if applicable) on time as advised by the College.

b) Failure to settle course fees will bar the student from relevant examination and award of certificate or course completion letters.

5. The students must not discuss with other students / Lecturers or engage in the following;

(a) any matter that may offend the Islamic faith, national security or that may infringe the social and religious integrity of the people of the Maldives,

(b) any matter that may tarnish the good image of the College or the Lecturers or the students of the College and

(c) any matter that may jeopardize the smooth functioning of the College.

6. All students have a responsibility to obey and respect the Course Coordinators', Lecturers and in common all officials of the College. Failure to do so will be dealt with disciplinary action.

7. Disciplinary action will be taken on cases of misconduct. Misconduct here includes and is not limited to obstructing or disrupting: teaching sessions, assessments, examinations, meetings; destructive behavior, harassment, academic dishonesty including plagiarism, failure to comply with the rules and regulations of the College etc. For minor cases of misconduct staff member concerned may reprimand and issue a caution. For repeated and serious misconduct, the student will be suspended or terminated from the College.

8. If a student wishes to withdraw from a course, he / she may do so only after paying the full-fee for the particular semester. Students should also inform the matter to the Course Coordinator in writing with the reason for withdrawal mentioned in it.

9. If the College wishes to terminate a student based on academic performance, attendance, or any other education related issue, then it will be referred to the Course Committee. Meanwhile, if the College wishes to terminate a student based on misconduct, it will be referred to the Academic Council.

10. The Committees / Council mentioned in article 2, 6, 7 and 9 shall ensure that correct procedures were maintained and the decision of the Committees/Council shall be final.

11. While in the College premises the students must not smoke, use abusive or defamatory language and shall not engage in any act that is regarded as disrespectful and in violation of the laws of Maldives. Further, students should not use the premises of the College, except for activities related and to their studies.

12. Damage to the property, equipment, premises etc., will be dealt with disciplinary action including immediate termination from the College. The student(s) shall pay in full damages caused to the property, equipment, premises etc.

13. Students are not allowed to use their mobile phones while in the classrooms and are not allowed to leave the classrooms to answer calls.

14. It is the responsibility of the student to keep the College informed of their contact numbers. Since telephone / mobile phone will be a preferred medium of communication between the College and student. The College will not be responsible for any issue arising from student's failure to update contact numbers.