



**TUMAINI UNIVERSITY MAKUMIRA**

**KILIMANJARO CHRISTIAN  
MEDICAL UNIVERSITY COLLEGE**

**STUDENTS' BY LAWS**

*“The law of the Lord is perfect, converting the soul...  
Psalms19.7”*

---

Postal address: P. O. Box 2240, **MOSHI**, Tanzania.  
Telephone 255-027-2753616, Fax: 255-55-2751351, Email: [info@kcmuco.ac.tz](mailto:info@kcmuco.ac.tz),  
Website: <http://www.kcmuco.ac.tz>

**TUMAINI UNIVERSITY MAKUMIRA**

**KILIMANJARO CHRISTIAN MEDICAL UNIVERSITY COLLEGE**

**THE TUMAINI UNIVERSITY-KILIMANJARO CHRISTIAN MEDICAL UNIVERSITY  
COLLEGE CHARTER, 2010**

**STUDENTS' BY LAWS**

*(Made under section 60(1))*

**PREAMBLE**

**WHEREAS**, Kilimanjaro Christian Medical University College is owned by the Evangelical Lutheran Church in Tanzania (ELCT) with the purpose of fulfilling a Christian mission by proclaiming Christ through its programmes.

**WHEREAS**, Kilimanjaro Christian Medical University College is a Christ Centred University College focusing all its programmes through the guidance of and obedience to the word of God by conducting and promoting Higher Education and Research through scientific fact finding and enquiries to all students.

**WHEREAS**, The University College fundamental purpose, mission and vision can best be achieved only if students,' general conduct can reflect their purpose of being at the University.

**WHERE AS**, Kilimanjaro Christian Medical University College is determined to build the society of people who are well prepared both, academically and morally as products of Christ centered institution. Students of Kilimanjaro Christian Medical University College shall therefore be required to dress and keep

themselves in a neat and tidy manner all the time within and outside the University College as directed by these By-Laws.

**AND WHEREAS**, The philosophy guiding the adoption and use of the guiding principles in form of Students By-Laws is taken from wisdom from the Bible *“My son, keep my words and treasure up my commandments with you; keep my commandments and live, keep my teachings as the apple of your eye; bind them on your fingers, write them on the tablet of your heart” Proverbs 7:1-3*

**NOW THEREFORE:**

These By-Laws are promulgated and made to maintain these conditions and protect the University College from actions of students which would damage its academic reputation, standing and the mission and providing for rights and privileges of students enrolled at the University College.

PART I

PRELIMINARY PROVISIONS

Citation

1:-

These By-Laws shall be cited as the Tumaini University Makumira, Kilimanjaro Christian Medical University College Students (General Conduct, rights, Disciplinary Offenses, Disciplinary Proceedings and Penalties) By-Laws, 2010 (hereinafter referred to as the “Students By-Laws”) and purpose, inter alia, is to provide for control, governance and administration of the University College.

Definitions

2:-

(1)

In these Students By-Laws, unless the context otherwise requires:

“The Appeals Committee” means the Appeal Committee established under Part VII of these Students By-Laws;

“The Constitution of University” means the Tumaini University Constitution, 2010 Trust Deed and Trust Rules (as may be amended from time to time);

“Competent authority” shall have the same meaning as “competent organ”;

“competent organ” includes such board, committee, office or officer of the University College vested with express or implied legal powers to do or to disallow or to order the doing or disallow of such act or acts as is or are referred to in any of the respective provisions of the Students By-Laws;

“The Council” means the Council of Tumaini University, established in the Constitution of the University;

“Dean” for the purpose of these Students By-Laws, means the Dean of Students of the University College and Assistant Deans of Students;

“Decent Dress”, Any dress which is not declared to be indecent by this By-Laws and which makes a person look smart and presentable.

“Disciplinary Authority” means a disciplinary authority established under article 57 and 58 of the Constitution of the University or under article 57 of Tumaini University-Kilimanjaro Christian Medical University College Charter of 2010;

“Disciplinary Offence” shall have the meaning ascribed to it under Part III of the Students By-Laws;

Indecent Dress for Female’-A dress of whatever design which does not cover sensitive parts of the body above the knees, stomach, chest, waist or/ and back; being a trouser of whatever design or style, skin tights or/and with transparent material; being a dress or skirt which is too tight and/ or with larger opening or slits showing the body

(2)

above the knees.

‘Indecent Dress for Male’ A dress of whatever design which does not cover sensitive parts of the body above the knees, chest, stomach, waist, armpits; being a short trouser of whatever design or style; being a trouser which is so tight and /or loosely hanging below the waist.

“Students Disciplinary Committee” means a Committee established under Part V of these Students By-Laws;

“Student” means any person admitted to the University College as a candidate for a degree, diploma, certificate or other award of the University College. For the purpose of these Students By-Laws, student also includes those who are not full time studying at the University College;

“the Students’ Organisation” means a duly constituted students body at the University College, established under article 55(1) of the Tumbani University-Kilimanjaro Christian Medical University College Charter of 2010;

“University College” means Kilimanjaro Christian University College as established under provision of section 3(1) of the Tumbani University-Kilimanjaro Christian Medical University College Charter of 2010;

“The University” means the Tumaini University as established by the Constitution of the Tumaini University, Trust Deed and Trust Rules, 2010;

“vehicle” includes motor car, motor scooter, motor cycle, tricycle, bicycle and other mechanical means of conveyance owned by Kilimanjaro Christian Medical University College;

Wherever it appears in these Students By-Laws a singular shall include a plural form and vice-versa.

Acceptance of  
By-Laws and  
payment of Fees  
as condition for  
admission

3:- (1)

Every student on enrolment shall be informed of these students' By-Laws and any other University College regulations for the time being in force. Registration to University College is conditional upon agreement by student to abide by the Students By-Laws. The operation and application of the Students By-Laws is without prejudice to the Charter of University College and the Constitution and general laws of the United Republic of Tanzania

(2)

Payment of prescribed fees shall be a condition for registration to pursue and/or to continue with studies at the University College; provided that the manner of payment shall be in accordance with instructions enunciated from time to time in the University College Prospectus. For avoidance of doubt, prescribed fees shall be such fees as are approved by a competent organ of the University College and shall include Students' Organisation membership subscriptions "Students Union Fees"

## PART II

### RIGHTS AND PRIVILEGES OF STUDENTS



Rights and Privileges of students enrolled at the University

4:-

- (1) Subject to the provisions of these By-Laws, governing Charter of the University College as well as the Constitution and general laws of the United Republic of Tanzania, students enrolled at the University College shall enjoy rights and privileges including:
- (2) Rights of involvement in decision making on matters relating to the University Colleges, through representation in various organs of the University College;
- (3) Freedom in conduct of academic affairs including expression of ideas, use of library facilities and access to computers;
- (4) Right to worship;
- (5) Freedom to establish and/or join legally recognised clubs, associations, within/or outside the University College;
- (6) Freedom to privacy on information made available in confidence by student/any other concerned party;
- (7) Freedom to participate in sports and games;
- (8) Access to University College sports and games facilities;
- (9) Access to various awards granted by the University College;
- (10) Choice of accommodation, that is to say living in or off-the Campus Hostels;
- (11) Right to appeal against a disciplinary penalty imposed against him/her.

### PART III

#### DISCIPLINARY OFFENCES

5:-

For the purpose of these Students By-Laws, general disciplinary offences includes:

- (1) Conduct which does or is likely to cause damage, defacement or violence to person or property within the University College provided that such conduct is that of a student towards another student, member or members or any employee of the University College, notwithstanding that the conduct in question occurred outside the College Campus;
- (2) Using force or offering violence against or striking a fellow student, an officer or any other person at the University College Campus or outside the University College Campus;
- (3) Maliciously damaging, defacing or destroying any items or property of the University College;
- (4) Act or conduct which is likely to obstruct or obstructs or to frustrate or frustrates the holding of:
  - (a) any lecture, class, laboratory work, research or other instructional activity given or authorised by the University College;
  - (b) any meeting, function or lawful activity

authorised by the University College

- (5) Unauthorised use of or interference with any technical, electrical or other service or installation of the University College;
- (6) Theft committed within the University College. To avoid any doubt, where a student is charged with and convicted of the theft under the Law, the University College may take disciplinary measures against such a student notwithstanding that he/she is prosecuted and punished by court of law;
- (7) Unauthorised possession of key belonging to the University College;
- (8) Refusal or failure to comply with a lawful order or directive given by any officer of the University College acting on this behalf or under an order from any competent organ or officer of the University College.  
Without prejudice to the foregoing paragraph, refusal or failure in this paragraph includes knowingly giving information known to be false or not believed to be true by the giver thereof or any other person in that behalf;
- (9) Use of slanderous, abusive, obscene or threatening

language by any student against any other student or students or employee of the University College in the course of performance of such officer's or employee's duties;

(10) Forging a document or uttering a false document or perpetrating forgery with intent to secure admission based on the false documents, cause loss to any person, University College or any other institution whether in cash or otherwise;

(11) Knowingly inviting or entertaining a student or students in the University College whose name or names appear on the University College Notice Board as having been barred or otherwise known to have been barred from University College premises by a competent authority;

(12) Refusal or failure to obey any lawful order issued under University College regulations or rules promulgated by a competent organ of the University College;

(13) Failure or refusal to attend a meeting called or authorised by the Disciplinary Authority or any other competent organ of the University College when summoned to do so by a proper written notice by such Authority or organ as prescribed under section 16 of these By-Laws;

(14) Wilful obstruction of the work of or proceedings conducted by Disciplinary Authority, Students' Disciplinary Committee or any other competent organ of the University College or interference with witnesses in disciplinary proceedings conducted under these Students By-Laws;

(15) Refusal or failure to abide by the ruling, decision and/or penalty made or imposed by Disciplinary Authority or any other competent Authority of the University College;

(16) Unauthorised holding of Students Organisation's meeting. For the sake of clarity, Students' Organisation's meetings shown in the University College Almanac currently in force shall be deemed to be authorised, provided that emergency meetings may be held only after the Deputy Provost Academic Affairs has approved the same if they have the effect of obstructing or frustrating the holding of any lecture, class or laboratory work given or authorised by the University College Provided further that in any other case, a three day notice shall be given to the Deputy Provost Academic Affairs prior to the holding of such emergency meeting;

(17) Inviting outsiders as guest speakers and/or social entertainers without the permission of the relevant organs of the University College, namely, the Provost, Deputy

Provosts, Dean/Director or relevant Faculty/Institute, Head of relevant Department, as the case may be, depending on the intended audience and the status of the guest speakers/social entertainers;

(18) Forming and/or establishing unauthorised Students groups which are likely to cause disunity and disorder at the University College, or in the wider community;

(19) Without derogating the right to freedom of expression, wilful writing of defamatory literature and/or uttering insults or obscene languages to any student or group of students or any employee of the University College, or against the University College, University, Government or any civil leader;

(20) Sexual harassment of whatever kind. Under these By-Law sexual harassment may be physical and/or psychological in nature and may be committed by either sex and shall be deemed to include any repeated and unwanted verbal, physical or gestural sexual advances; or sexually explicit derogatory statements, or sexually discriminatory remarks made by a student of the University College which are offensive and may be reasonably interpreted as offensive to a fellow student (victim), or which cause the student (victim) to feel threatened; humiliated, patronised or harassed or which interfere with the student's smooth and

peaceful pursuance of his/her studies; or which undermine one's general feeling of security or creates a threatening or intimidating study environment;

- (21) Rape or indecent assault;
- (22) Mismanagement and/or embezzlement of Students' Organisation funds and/or of any other recognised student society established under the auspices of the Students' Organisation in accordance with the relevant provisions of the Students' Organisation's Constitution for the time being in force;
- (23) Collecting or discharging money from any student or students groups without prior permission of the relevant University College organs; namely, the Dean of Students, the Deputy Provost (Administration), the Students' Organisation or, in special cases the Dean/Director of the relevant Faculty/Institute or the Head of the relevant Department, as the case may be;
- (24) Unauthorised carrying of lethal weapon within the Campus which is likely to jeopardise peace;
- (25) Illegal entry into another student's room.

Provisions relating to Residence

- 6:-
- (1) Students may be offered accommodation in the University College Hostels or any Hostel rented to the University College.
  - (2) Where campus or hostel residence is not available to all, priority for residence in the Campus Hostels or in University College rented hostels shall be given to disabled students and such other categories as shall be determined from time to time, by a competent Organ of the University College.
  - (3) In case the rooms offered to students are furnished, occupants are responsible for the proper care of all properties and any damage or loss must be reported immediately to the Warden.
  - (4) The occupants shall be required to sign for all properties found in their room at the beginning of each term and sign off at the end of term. The occupants shall ensure that they sign off at the end of term otherwise they will be charged for properties not handed in.
  - (5) Failure to observe any of the following rules shall constitute a disciplinary offense:

(a) Students shall be enjoined to take good care of the



rooms they occupy. They shall themselves be responsible for the general cleanliness and tidiness of the rooms;

(b) Cooking of any form is not allowed in the Hostels. For the avoidance of any doubt, cooking includes frying, roasting, boiling, baking and warming by use of any source of energy and any appliance;

(c) Students shall not interfere with or transfer furniture or fittings of any kind from any part of the University College buildings without prior written

permission from the office of the Dean of students, Deputy Provost (Administration) or Wardens of the Hostel as the case may be. Notwithstanding the generality of this paragraph, any student wishing to install any additional furnishing in his/her room may do so, subject to prior knowledge and written permission from the office of the Dean of Students or the Deputy Provost (Administration);

(d) No cooking or cooling appliances and no electric devices other than reading lamps, table fan, electric iron, electric razor, electric hair dryer, radio, record player or video shall be used in student rooms or in

- any other unauthorised place or space;
- (e) If a wall point is fixed in a room it will take maximum current of 13 amps. Electric lights must not be left on during the day time or when an occupant is not in the room;
  - (f) Musical appliances and instruments, such as record players, radio set, video and other noise-making instruments shall not be used between 12:00 midnight and 6:00 a.m. provided that at any other time, music shall not be played beyond room sound to avoid causing nuisance and annoyance to other residents of the Hostel;
  - (g) For specific official students' functions, permission to extend musical performance in specified places and for a specific time within University College may be granted by the office of Deputy Provost (Administration);
  - (h) A resident shall obey rules and instructions made in respect of Hostels and shall refrain from conduct which may bring discredit upon his/her Hostel or is prejudicial to the welfare of other residents of the Hostel such as drunken and disorderly conduct, over blasting music, etc;

- (i) Students shall not be allowed to entertain any visitor in their rooms;
  
- (j) Students shall not be allowed to live with any unauthorised person in their rooms, including their children or other relatives;
  
- (k) Students shall be expected to live peacefully with one another in their allocated rooms. If at all one student is found to be misbehaving towards his/her roommate, the misbehaving student may be ordered out of the room or may be given a probationary period of good behaviour of up to 10 weeks or one term, whichever is the longer;
  
- (l) Regulations for University College residence within the Campus shall apply mutatis mutandis to the students living in off-campus residences supervised by the University College.

Permission/Notification to Leave University College

- 7:-
- (1) No resident student shall sleep out of the University College during term-time without notifying the relevant Competent Authority of the University College.
  - (2) Notification for travel by both residents and non-resident for a weekend outside the Region shall be made to the Dean of Students.
  - (3) Permission to travel for less than a week and involving missing lectures, seminars and/or laboratory work may be obtained in writing from the Dean of the relevant Faculty and notified to the Dean of Students and the competent University College Authority.
  - (4) Permission for travel for more than a week shall be obtained from the Dean of the relevant Faculty and notified to the Warden and/or the Dean of Students and the Deputy Provost (Administration).

Provisions relating to Vacation from Residence

- 8:-
- (1) All students shall be required to vacate the Hostels at the end of each term when the University College closes for vacation.
  - (2) Students in the final year may be granted permission to stay in the Hostels for the short vacation immediately preceding their final examinations. Provided that, in that event, they shall undertake to meet the cost of their stay at

prescribed rates.

- (3) Students may, under special circumstances not specified above be permitted to live in Hostels during vacation with the approval of the Dean of Students at the prescribed rate.
- (4) Students who have the particular assignments or an exceptional reason to stay in Hostels either free of charge or at reduced rates, as may be stipulated in the terms of such permission and who secure the consent of the Dean of Students may be permitted to stay in Halls of Residence.
- (5) Loss of keys by students must be immediately reported to the Warden on duty. The key will be replaced on payment of the cost of a new key or new lock by the student responsible for its loss or for its safe custody (hereinafter referred to as “key holder”).

- Keys must be returned on the leaving hostel at the end of each term. Failure to do so shall involve the paying of full residential charges from the beginning of vacation to the time the key is returned. Each key holder must ensure that he/she has signed in the key book when the key is returned to the Warden.
- (6)

- 9:- (1) The students' meals shall normally be served in the dining place at prescribed time and other terms and conditions as shall be prescribed by competent authority from time to time.
- (2) Failure to observe any of the following rules shall constitute a disciplinary offence:
- (a) The kitchens shall be out bound to all students except for student leaders appointed to oversee Dining matters;
  - (b) Smoking is not allowed in the Dining place;
  - (c) Except with the permission of the Catering Officer, no student may take any equipment such as crockery, glasses, cutlery, etc from the dining place;
  - (d) Any criticism of or complaint about Dining services shall be made through Students' Organisation leaders.

#### PART IV

#### GENERAL REGULATIONS

Part Time  
Employment

10:- Students may undertake paid employment during term time subject to prior permission from the respective Faculty Deans. Assurance shall be provided that the academic work of such students would not suffer through such employment.

Use of  
University  
College  
Facilities

11:- (1) Failure to observe any of the prohibition provisions of this section shall constitute a disciplinary offence.

(2) Students shall not use University College telephones for private calls except with the express permission of the head of the organ under whose charge a telephone is placed. Students may use public telephones installed at convenient places in the Campus for use by students on such terms as may be prescribed by competent authority.

(3) Officials of the Students' Organisation or recognised students societies or clubs may, with written permission from the Dean of Students, request transport from the Transport Officer.

(4) Smoking is prohibited within the University College buildings.

(5) Eating and drinking are prohibited in the library, lecture rooms and theatres, Seminal rooms and Laboratories.

Official

Correspondence

12:- (1)

Students may communicate with outside Institutions and news media in their private capacity. All official correspondence by students or by officials of the Students' Organisation or by officials of recognised students 'societies to Parastatals, Non-governmental organisations, etc., shall be routed through the Dean of Students or the Dean of Faculty, as the case may be.

(2)

Correspondence to Chancellor, Government Ministries, and State House, Representatives of Foreign Governments and International Non-Government Organisations or any other such official body shall be routed through the Provost.

Collection of  
Money in the  
University  
College.

13:-

Application for permission to undertake fund-raising activities shall be made to the Dean of students through the Students' Organisation. Collectors shall be required to submit to the Dean of Students, a statement of money received and show how the money has been or is to be utilized.

Keeping  
Vehicles on  
Campus

14:- (1)

Any student who wishes to bring a vehicle to the University College shall comply with the general law of the land governing the driving and parking of vehicles as well as the relevant rules which are in force on the



University College Campus and shall register the vehicle with the Dean of Students.

- (2) Provided that registration shall be conditional upon production for inspection of:-
- (a) the vehicle registration card;
  - (b) the current certificate of insurance;
  - (c) when demanded, certificate of road worthiness;
  - (d) a clean current driving license in the applicant's name.

Provided further that such registration shall be renewed annually.

## PART V

### EXERCISE OF DISCIPLINARY POWERS

**Students'**  
Disciplinary  
Committee

- 15:- In the exercise of statutory functions, the Provost/Deputy Provost (Administration), as disciplinary authority, shall normally be assisted by Students Disciplinary Committee as provided under the provision of section 61 of Tumaini University Makumira- Kilimanjaro Christian Medical University College Charter of 2010.

- 16:- (1) When a complaint is made to and information is received by the Disciplinary Authority that a student has committed a disciplinary offence, the Disciplinary Authority shall make preliminary investigation of the case.
- (2) Where a complaint is made by a person or body charging a student with a disciplinary offence, such offence shall be formulated in writing and addressed to the Disciplinary Authority.
- (3) Upon receiving such information, the Disciplinary Authority may require the student against whom such complaint is made or in respect of whom such information is received, as the case may be, to tender an explanation and may cause further investigations to be made and further evidence be obtained. Disciplinary Authority may obtain such advice and assistance as is thought appropriate

Provided that the Disciplinary Authority may in any case in which a complaint is made or information received, require further explanation and supply the student with copies of the complaint or a summary of information, as the case may be, and such particulars thereof as will enable the student to prepare defence thereto.

- (4) If the Disciplinary Authority is of the opinion that no prima facie case has been made out against the student, shall inform both the student and the complainant of decision of not holding any disciplinary proceedings in respect of that complaint or information.
- (5) Where the disciplinary Authority is of opinion that a prima facie case for a disciplinary action is disclosed, disciplinary proceedings shall be held so as to determine the case in dispute. The Disciplinary Authority shall therefore refer the matter to the students Disciplinary Committee for hearing.
- (6) The Students' Disciplinary Committee shall serve upon the student and the complaint a proper notice. Such notice shall specify the charge or charges in respect of which the disciplinary proceedings are to be held, and shall inform the charged student (hereinafter referred to as "the student") and the complaint of time and place for holding the disciplinary proceedings.

In this paragraph "a proper notice" in terms of time means notice given within a reasonable time provided that such time shall not be less than seven days from the date of service of the notice on the student to the date of holding

the disciplinary proceedings.

- (7) Either party shall, for the purpose of defense or reply, as the case may be, and upon request in writing for that purpose to the Students' Disciplinary Committee, be entitled to be supplied by the Disciplinary Authority with a copy of an explanation, answers or other document given or sent to the Disciplinary Authority by or on behalf of the party.
- (8) Either the complainant or the student may at any time prior to the date of holding the disciplinary proceedings serve upon the other, a notice in writing asking him/her to admit in writing any facts or produce any documents which are specified in such notice, material to the complaint or information or defence, as the case may be.
- (9) The Students' Disciplinary Committee may summon any witness to attend the disciplinary proceedings at the prescribed time on the appointed day.
- (10) The disciplinary proceedings shall be open, and shall be held in public.
- (11) Provided that the Students Disciplinary Committee may, if thinks fit, decide to hold disciplinary proceedings open

in public or exclude the public generally or any particular person.

- (12) At the opening of the disciplinary proceedings the charge or charges shall be read, and, if the student concerned is not present, the Students' Disciplinary Committee shall satisfy itself that the proper notice of the disciplinary proceedings was duly served on the student as prescribed in sub section (6) of this Section.

Procedure  
during  
Proceedings

- 17:- (1) The complainant shall open the case and produce his/her evidence in support thereof.
- (2) The Students' Disciplinary Committee shall then give opportunity to the student to state his/her case and produce evidence in support thereof.
- (3) At the conclusion of the case by the student, the complainant may address the Students' Disciplinary Committee in reply.
- (4) The Students' Disciplinary Committee shall investigate and determine any dispute which is referred to without regard to any law of evidence or procedure applicable to any court of law, and shall, subject to these Students By-Laws, be entitled to regulate as sees fit, the procedure of any proceedings before it.

Adducing  
Evidence

- 18:- (1) Evidence to be taken by the Students' Disciplinary Committee may be oral or written statement.
- (2) Examination in Chief shall be conducted by party called witness to testify in his/her favor. Thereafter, such witness shall be cross examined by the other party and where necessary re examination shall be effected by party who called such witness.

Decision of  
Disciplinary  
Authority

19:-

The decision of the Disciplinary Authority shall be arrived by taking into account the recommendations of the Students' Disciplinary Committee and shall be recorded and announced in the manner as may be deemed fit.

## PART VI

### PENALTIES

Upon breach of any of the disciplinary offences specified in these Students By-Laws, the Disciplinary Authority may impose penalties including warning, reprimand, fine, compensation, exclusion from Halls of Residence, suspension, and expulsion as herein under provided:

(a) may give an ordinary or stern warning or reprimand to a student who contravenes the regulations in PART III, Section 5 (7), (9) and (17);

(b) may suspend a student found guilty under PART III Section 5(1), (3), (4), (5), (8), (9), (13), (14), (16), (18), (19), (20), (22), (23) and (25) for a period ranging from three weeks to a maximum of nine months or one academic year as decided by the Disciplinary Authority;

(c) may expel any student found guilty of disciplinary offences under PART III Section 5(2), (6), (10), (12), (15), (19) and (24).

(d) The Disciplinary Authority may decide to impose penalties different from above-indicated upon consideration of need for the University College to promote its mission and vision or expectations of the Community from the students after his



graduation, specifically for careers such as  
Pastor ship

(2) The Disciplinary Authority may impose other penalties as follows:

- (a) Any student found guilty of a disciplinary offence under PART III Section 5(3), (5), (22) or (23) may, in addition to the penalty specified for the offence, be required to pay the money embezzled or collected, the property damaged as the case may be, with or without an interest thereon. Provided that such first-mentioned penalty may be compounded upon repayment of the money.

Provided further that the Disciplinary herein before contained, offences under PART III Section 6, 9 and 11 of these Students By-Laws shall be punished with penalties ranging from reprimand to exclusion from University College residence or suspension.

- (b) Compensation may be charged in full or in part for loss suffered as a result of breach of the provisions of Sections 6 (5) (b),(c) (d) as

shall be determined by the Disciplinary Authority.

- (c) Without prejudice to the provisions of these By-Laws regarding disciplinary offences and penalties, the Disciplinary Authority may consider any other misconduct not listed in these rules but result of which may damage the mission and vision or objects of the University College and in doing so, may decide on appropriate penalty as it deems fit, depending on the gravity of misconduct.

## PART VII

### APPEALS

Provisions  
Relating to  
Appeals

21:- (1) Appeal by an aggrieved party against a decision of the Disciplinary Authority shall lie to the Students' Appeals Committee as provided under the provision of section 62 of the Tumaini University Makumira- Kilimanjaro Christian Medical University College Charter of 2010.

(2) Save that any member of the Panel who took part in the decision which is subject of an appeal before the Appeals Committee shall not take part in the hearing of such appeal. An aggrieved party, upon giving notice within seven days after the decision of his/her intention to appeal, may appeal to the Students Disciplinary Appeals Committee within 14 days from the date the decision was passed and such appeal shall be in writing, setting out the grounds of appeal.

(a) The Students' Disciplinary Appeals Committee shall meet within 14 days following the receipt of an appeal.

(b) When an appeal has been lodged to the Students' Disciplinary Appeals Committee, the execution of any penalty imposed by the Disciplinary Authority shall be stayed pending the determination of such appeal. Provided that the Disciplinary Authority may

order execution of the penalty imposed depending on nature/gravity of the offence in question.

(c) At the hearing of an appeal by the appeals Committee, the parties concerned shall be entitled to be heard. No other person in defence of or representative capacity for the aggrieved party shall be allowed to appear before the Students' Disciplinary Appeals Committee.

(d) In determining an appeal, the Students Disciplinary Appeals Committee shall have powers to confirm, vary or set aside any decision reached or, within the prescribed limits, to enhance, or to reduce or any penalty imposed by the Disciplinary Authority.

## PART VIII STUDENTS' DRESS CODE

Specific  
Guidelines on  
dress

22:-

Without prejudice to any provision, the following are the guidelines on the decent dress to be used at the University College, campuses or hostels or hostels owned or

managed by the University College or at events sponsored by the University College or at any event where students are attending in the name of or representing the institution or outside the University College campus.

- (1) Clothing worn by a student should not be indecent within the meaning of 'Indecent Dress' under Rule 2 of this By-law and apply to both female and male students.
- (2) Hair styles should be neat and feminine. For avoidance of any doubt, gentlemen are not allowed to plait, bleach, change the natural colour of the hair in any way and to cut their hair in extreme styles as may be determined by University College authorities from time to time.
- (3) Tattoos, other types of body and facial piercing including tongue (other lower lobe of the ear for women earrings) are not appropriate.
- (4) Men are not allowed to wear ear rings.
- (5) Clothing with derogatory, offensive and or lewd messages either in words or pictures are strictly prohibited.
- (6) Clothing with inappropriate advertising, pictures and or sayings that are contrary to the mission and vision of the

University College and Christian standards e.g. adverts promoting use of alcoholic beverages, illegal drugs, cigarettes, etc. is prohibited.

- (7) Faculties /Departments may have additional dress requirements or preferences concerning appropriate student attire according to the discipline/profession

Implementation and enforcement of provisions on Students' Dress

- 23:- (1) Implementation and enforcement of the provisions on students' dress are the responsibility of the entire University College community and thus any member of academic and administrative staff is mandated to:

a) Bar a student who dresses inappropriately or violates the guidelines under these by-laws from entering University College premises or accessing any services of the University College;

b) Either issue a disciplinary warning to the respective student pursuant to these by-laws or report the same to the Dean of Students or, depending on the seriousness of the violations, report directly to the i.e. the student disciplinary committee for an appropriate disciplinary action.

- (2) Any student who fails to comply with any order issued/pronounced by a member of staff under these by laws shall be liable of refusing a lawful order issued by

any officer of the University College authorities.

Offences under these by-laws shall be handled under summary proceedings, i.e. without following prolonged disciplinary procedures as provided for under Part V of these By- Laws except for repeated/habitual offenders. Sanctions for violating the provisions shall include any of the following, singly or in combination:

- (1) Disciplinary Warning (1<sup>st</sup> Step)-An official sanction given verbally and/or in writing notifying the student of his or her violations and warning that subsequent violations must not occur.
- (2) Disciplinary Probation (Step 2 and/or 3)- An official sanction that requires the student to abide by the dressing code within a specified duration of time shall be sent to the student with a warning that any subsequent violations during the period of probation will result in additional discipline, including , but not limited to, suspension or dismissal from the University College. The term of the probation shall be determined by the Disciplinary Authority on merits of the case.
- (3) Final Notice and/or Suspension- A final official notice shall be given to the habitual offender following the formal disciplinary proceedings under these Student's By-

Laws to remove the student from the University College in form of suspension for at least the remainder of the relevant academic semester or academic year as the Disciplinary Authority may decide.

## PART XI

### MISCELLANEOUS PROVISIONS



Miscellaneous provisions

25:- (1) Where there is an emergency need for overt operations of security officials or policemen amidst students in student compounds, the Students' Organisation will be informed as soon as possible of such presence.

(2) The Disciplinary Authority shall institute all proceedings and may lodge or defend any appeal before the Students Disciplinary Appeals Committee.

(3) These By-Laws are not exhaustive rules and regulations governing students, rights and privileges and are subject to the provisions of University College Charter and do not exclude the application of special regulations applicable in specific organs of the University College such as the College Library, or Financial matters etc.

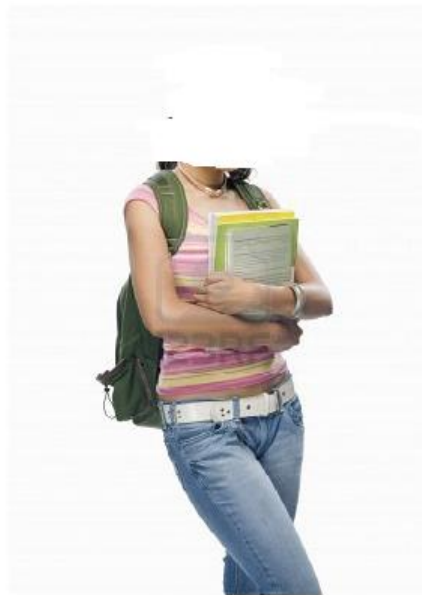
(4) In case of conflicts in interpretation between these By-Laws and University College Charter, the University College Charter shall prevail over these By-Laws.

---

FIRST SCHEDULE

---

INDECENT DRESSING FOR MALES AND FEMALES







---

SECOND SCHEDULE

---

DECENT DRESSING FOR MALES AND FEMALES



