Provisions of University of Shanghai for Science and Technology on Student Disciplinary Sanctions

Chapter 1 General Provisions

Article 1 In order to regulate the University's administration of students, maintain the normal order of education, teaching and daily life at the University, foster a civilized ethos and style of study, and protect the lawful rights and interests of students, these Provisions are formulated in accordance with the Provisions on the Administration of Students in Regular Institutions of Higher Education and other relevant laws and regulations, as well as the Charter of University of Shanghai for Science and Technology, and in light of the actual circumstances of the University.

Article 2 These Provisions shall apply to all graduate and undergraduate students receiving higher academic education at the University.

Article 3 For the purposes of these Provisions, "disciplinary violation" means an act that violates laws or regulations or the relevant rules of the University (hereinafter referred to as a "violation"). Where a student commits a violation, a disciplinary sanction shall be given in accordance with these Provisions.

Article 4 In handling a student's violation, the University shall combine education with punishment, and the handling shall be commensurate with the nature of the student's unlawful act or violation and the gravity of the fault. The handling of a student who has committed a violation shall be based on sufficient evidence, clear grounds, accurate characterization, due process and an appropriate sanction.

Chapter 2 Types of Disciplinary Sanctions and the Rules for Their Application

Article 5 The types of disciplinary sanctions are warning, serious warning, demerit, probation and expulsion. The term of a warning or a serious warning shall be six months, and the term of a demerit or probation shall be one year.

The term of a sanction shall be counted from the date on which the decision on the sanction is made. Upon expiry of the term, the sanction shall be lifted in accordance with the procedures prescribed by the University.

A disciplinary sanction may not be revoked, except where, in appeal proceedings, the body handling the appeal confirms that the sanction is erroneous, manifestly inappropriate or otherwise liable to revocation.

Article 6 Where the circumstances of a violation are minor, and the student voluntarily admits the error and rectifies it after criticism and education, the student may be exempted from a disciplinary sanction.

Article 7 A lighter or mitigated sanction may be given under any of the following circumstances:

(1) the violation was committed by negligence and has caused no serious consequences;

(2) in the course of the violation, the student voluntarily abandoned the violation, or voluntarily and effectively prevented the consequences of the violation from occurring;

(3) the student voluntarily admitted the error and demonstrated sincere repentance;

(4) the student played a secondary role in a joint violation, or was coerced or duped by others, and was able to voluntarily report the matter with a good attitude in admitting the error;

(5) the student voluntarily dissuaded another person from committing a violation, or performed other meritorious acts;

(6) other circumstances in which a lighter or mitigated sanction may be given.

Article 8 A heavier sanction shall be given under any of the following circumstances:

(1) serious consequences or effects have been caused;

(2) the student coerces, dupes or instigates another person to commit a violation;

(3) the student commits two or more violations, or has previously been given a disciplinary sanction;

(4) the student organizes or plans the violation;

(5) the student colludes with persons from outside the University in committing the violation;

(6) the violation is committed in foreign-related activities;

(7) other circumstances in which a heavier sanction shall be given.

Article 9 A student who has twice been given a disciplinary sanction by the University and commits a further violation, or who commits a further violation during the term of probation, shall be given the sanction of expulsion outright.

Article 10 An undergraduate student who has been given a disciplinary sanction shall, during the term of the sanction, be disqualified from being considered for scholarships of all types and honorary titles. A graduate student who has been given a disciplinary sanction shall, during the term of the sanction, have the payment of academic scholarships suspended and be disqualified from being considered for other scholarships of all types and honorary titles.

After a sanction is lifted, the commendations, awards and other rights and interests obtained by the student shall no longer be affected by the original sanction.

Chapter 3 Specific Application to Disciplinary Violations

Article 11 A student who violates the Constitution, opposes the Four Cardinal Principles, undermines stability and unity, or disrupts social order shall be given a sanction of probation or above; such acts include writing, posting, displaying, distributing, or publishing, forwarding or disseminating through the Internet, slogans, banners, cartoons, leaflets, books, periodicals, discs or other materials that oppose the Constitution or the Four Cardinal Principles, undermine the stability and unity of the country, endanger national security, subvert state power, or incite ethnic hatred or ethnic discrimination; spreading statements or rumors that endanger national security or public security or disrupt public order; and inciting disturbances.

Article 12 A student who is punished for violating laws or regulations shall be given a sanction in accordance with the following provisions:

(1) a student who violates the laws of the State, commits a criminal offense and is subjected to criminal punishment shall be given the sanction of expulsion;

(2) a student who is exempted from criminal punishment, or is subjected to administrative detention or judicial detention, shall be given a sanction of demerit or above;

(3) a student who is subjected to an administrative penalty or a judicial penalty other than administrative detention or judicial detention shall, where the circumstances are serious, be given a sanction of warning or above.

Article 13 A student who violates the confidentiality regime by making public or disseminating documents and materials of any kind that constitute state secrets, or by divulging materials, data, pictures or photographs relating to a research project that is at the confidential stage, shall be given a sanction of probation or above.

Article 14 A student who endangers public safety shall, depending on the circumstances, be given one of the following sanctions:

(1) taking firearms, ammunition, or inflammable, explosive, toxic, radioactive, corrosive or other dangerous articles out of the designated place of storage without authorization shall result in a sanction of demerit or above;

(2) taking infectious organisms or substances, or organisms or substances that will damage the surrounding environment, out of the designated place of storage without authorization shall result in a sanction of demerit or above;

(3) using an open flame on campus without approval shall result in a sanction of serious warning or above; where serious consequences are caused, a sanction of probation or above shall be given;

(4) other acts that create a danger to public safety shall, depending on the gravity of the circumstances, result in a sanction of warning or above.

Article 15 A student who violates the operating procedures for experiments or practical training, or the safety rules of reference rooms, shall be given a sanction of warning or above; where serious consequences are caused, a sanction of probation or above shall be given.

Article 16 A student who violates the rules of the University on fire safety administration shall be given a sanction of serious warning or above; where serious consequences are caused, a sanction of probation or above shall be given.

Article 17 A student who participates in pyramid selling shall be given a sanction of warning or above; a student who instigates or incites another person to join a pyramid selling organization shall be given a sanction of demerit or above.

Article 18 A student who promotes cults or feudal superstition shall be given a sanction of demerit or above.

Article 19 A student who participates in or organizes religious activities on campus shall be given a sanction of serious warning or above.

Article 20 Where a student mass organization, student activity or assembly is organized without approval, or fund-raising, acceptance of sponsorship, collection of activity fees or membership dues is organized without approval, the organizer shall be given a warning or a serious warning; where considerable harm is caused to the physical or mental health or to the economic interests of students, the organizer shall be given a sanction of demerit or above.

Article 21 A student who participates in gambling or provides conditions for gambling shall be given a serious warning or a demerit; where the circumstances are serious, such as group gambling, repeated gambling or gambling in collusion with persons from outside the University, the student shall be given a sanction of probation or above.

Article 22 A student who engages in prostitution or patronizes a prostitute shall be given a sanction of probation or above.

Article 23 A student who takes or injects narcotic drugs shall be given a sanction of probation or above.

Article 24 A student who violates the provisions on computer and network security and administration shall, depending on the circumstances, be given one of the following sanctions:

(1) creating, intentionally disseminating or applying computer viruses, or illegally intruding into the computer or other equipment systems of another person or organization, shall result in a sanction of serious warning or above;

(2) producing, disseminating or using computer viruses or other destructive programs so as to affect or damage the normal operation of computer information systems, exploiting system vulnerabilities in a manner that may endanger system security, or affecting the normal use of the system by other users shall result in a sanction of warning or above; where serious consequences are caused, a sanction of demerit or above shall be given;

(3) modifying, moving, destroying, copying or downloading files or other information in the computer or other equipment of another person or organization without permission shall, in light of the loss caused, result in a sanction of warning or above;

(4) setting up proxy, FTP or other services without permission, or misappropriating the account or password of another person or organization, thereby causing adverse effects, shall result in a sanction of warning or above;

(5) transferring or lending one's own account to another person for improper use shall result in a warning;

(6) violating the laws and regulations of the State on Internet administration or other rules of the University on campus network administration shall result in a sanction of warning or above.

Article 25 A student who views obscene books, periodicals, pictures, videos, audio-visual products or similar materials shall be given a warning; a student who circulates, shows, reads, produces, posts or disseminates obscene articles, books, periodicals, pictures, audio-visual products, websites or other obscene materials, or organizes others to view them, shall be given a sanction of serious warning or above; where there are serious circumstances such as seeking profit, the student shall be given a sanction of probation or above.

Article 26 A student who disrupts campus management order shall, depending on the circumstances, be given one of the following sanctions:

(1) making a noise, or using audio equipment at an excessive volume, so as to disrupt management order, and refusing to heed dissuasion shall result in a sanction of warning or above;

(2) deliberately damaging environmental sanitation by scribbling, posting or hanging items at will, dumping waste water, failing to cooperate in waste sorting or similar acts, and refusing to heed dissuasion shall result in a sanction of warning or above;

(3) disrupting management order by excessive drinking, creating an uproar, setting off firecrackers, or deliberately smashing or battering articles or facilities shall result in a sanction of serious warning or above; creating an uproar after drinking, picking quarrels and making trouble, or disrupting the normal order of public places shall result in a sanction of demerit or above;

(4) climbing over perimeter walls, fences or other public buildings on campus without permission shall result in a sanction of warning or above;

(5) violating the rules of the University on campus traffic administration shall result in a sanction of warning or above.

Article 27 A student who engages in a fight or an affray shall, depending on the circumstances, be given one of the following sanctions:

(1) striking another person without causing injury shall result in a sanction of serious warning or above; causing injury to another person shall result in a sanction of demerit or above;

(2) threatening or beating another person with an implement or weapon shall result in a sanction of serious warning or above; where the circumstances are serious, a sanction of probation or above shall be given;

(3) inciting, instigating, organizing or planning a fight involving others shall result in a sanction of serious warning or above; where the circumstances are serious, a sanction of demerit or above shall be given;

(4) purporting to mediate while siding with one party and thereby aggravating the fight shall result in a sanction of demerit or above;

(5) providing implements for a fight involving another person shall result in a sanction of serious warning or above; where the circumstances are serious, a sanction of demerit or above shall be given.

Article 28 A student who abuses, insults or defames another person, or infringes another person's privacy, thereby causing adverse effects, shall be given a sanction of warning or above; where consequences are caused, a sanction of probation or above shall be given.

Article 29 A student who, by letter, telephone, short message, online communication tool or other means, spreads rumors or harmful information so as to attack another person or a relevant institution or infringe another person's rights and interests, or who directly intimidates another person or threatens that person's safety and interferes with that person's normal life, thereby causing serious consequences, shall be given a sanction of serious warning or above.

Article 30 A student who engages in voyeurism or indecent assault shall be given a sanction of demerit or above.

Article 31 A student who sexually harasses another person by words, writings, conduct or other means shall be given a sanction of warning or above.

Article 32 A student who unlawfully destroys, detains, conceals, opens or reads, or falsely claims letters, parcels, money orders or other mail or electronic mail of another person, thereby causing adverse effects or losses, shall be given a sanction of serious warning or above.

Article 33 A student who infringes the property rights of the State, of a collective or of another person shall, depending on the gravity of the circumstances, be given one of the following sanctions:

(1) misappropriating, defrauding, stealing, looting or deliberately damaging public or private property of a value of less than RMB 1,000 shall result in a serious warning; where the value is RMB 1,000 or above but less than RMB 2,000, a demerit shall result; where the value is RMB 2,000 or above, a sanction of probation or above shall be given; a student who commits such acts on two or more occasions shall, irrespective of the value involved, be given a sanction of probation or above;

(2) misappropriating, defrauding, stealing, looting or deliberately damaging books of the library shall result in a warning or a serious warning; misappropriating, defrauding, stealing, looting or deliberately damaging unique copies, rare books, fine editions, foreign-language books in the original edition, or other books or materials of relatively high academic value shall result in a sanction of demerit or above;

(3) purchasing or concealing stolen goods while knowing them to be such shall result in a sanction of warning or above.

Article 34 A student who violates the Provisions of University of Shanghai for Science and Technology on Student Examination Discipline and thereby breaches examination room discipline or cheats shall be given a sanction as follows:

(1) a student who breaches examination room discipline shall, depending on the gravity of the circumstances, be given a warning, a serious warning, a demerit or probation;

(2) a student who cheats shall, depending on the circumstances, be given one of the following sanctions:

(a) a probation sanction shall be given for passing, receiving or exchanging examination papers, answer sheets or scratch paper;

(b) a probation or expulsion sanction shall, depending on the gravity of the circumstances, be given for:

(i) plagiarizing the answers to examination questions or materials related to the content of the examination, or assisting another person to do so;

(ii) seizing or stealing the examination paper or answer sheet of another person, altering the name on another person's examination paper so as to appropriate it, or coercing another person into providing convenience for one's own plagiarism;

(iii) using electronic devices with communication or network search functions;

(iv) deliberately destroying examination papers, answer sheets or examination materials;

(v) obtaining examination questions, answers to examination questions or examination results by other improper means;

(vi) obtaining examination eligibility, eligibility for bonus points or examination results by forging certificates, testimonials, archives or other materials.

(c) expulsion shall be given for:

(i) engaging another person to take the examination on one's behalf, or taking an examination on behalf of another person;

(ii) organizing cheating in an examination, or selling examination questions or answers to another person for the purpose of cheating.

(d) for other acts of cheating, a demerit, probation or expulsion shall be given depending on the gravity of the circumstances.

Article 35 A student who breaches the discipline of, or cheats in, other types of assessment organized by the University shall be handled by reference to Article 34. A student who breaches the examination discipline of, or cheats in, an examination not organized by the University shall, in addition to being handled in accordance with the provisions applicable to that examination, be given a sanction by applying Article 34.

Article 36 Plagiarizing or copying the research results of another person, falsifying experimental data or calculation results, or having one's degree thesis, graduation thesis, internship thesis, investigation report or the like written by another person constitutes academic misconduct.

Other academic misconduct shall be determined in accordance with the Measures of University of Shanghai for Science and Technology on Handling Academic Misconduct and the Implementing Rules of University of Shanghai for Science and Technology for Handling Falsification in Degree Theses (Trial).

A student who has committed academic misconduct shall be dealt with as follows, depending on the circumstances:

(1) falsifying data in a thesis or research report shall result in a serious warning; where adverse effects are caused, a sanction of demerit or above shall be given;

(2) plagiarizing the thesis of another person or plagiarizing the research results of another person shall result in a serious warning; where the circumstances are serious, a sanction of demerit or above shall be given;

(3) brokering the sale or purchase of a thesis for another person shall result in a demerit; where the circumstances are serious, a sanction of probation or above shall be given; having a thesis written by another person, writing a thesis for another person, or buying or selling a thesis shall result in expulsion;

(4) other academic misconduct shall, depending on the gravity of the circumstances, result in a sanction of serious warning or above.

Article 37 A student who commits an act of falsification or dishonesty shall, depending on the circumstances, be given one of the following sanctions:

(1) falsely claiming, falsely using, lending or transferring student identity cards, library cards, campus cards or other certificates or vouchers shall result in a sanction of warning or above; forging or altering official seals, transcripts, signatures, award certificates of all types, testimonials, diplomas or other relevant certificates or certifying documents shall result in a sanction of demerit or above;

(2) violating the provisions of the University on reimbursement of, or claims under, medical insurance, or forging prescriptions, medicine lists, reimbursement forms or other relevant certificates, shall result in a sanction of warning or above;

(3) misreporting the financial situation of the family so as to fraudulently obtain scholarships, hardship subsidies or student loans shall result in a warning or a serious warning;

(4) other acts of falsification or dishonesty shall result in a sanction of warning or above.

Article 38 A student who, knowing that he or she suffers from an infectious disease, fails to report it voluntarily in circumstances where reporting is required, or who deliberately conceals a history of exposure to an infectious disease in circumstances where reporting is required, shall be given a sanction of warning or above; a student who deliberately transmits the infectious disease from which he or she suffers, thereby causing adverse consequences, shall be given a sanction of probation or above.

Article 39 A student who obstructs the investigation of the facts of a violation by the University or its relevant departments, including by destroying or forging evidence or providing false testimony, by preventing a witness from testifying or instigating another person to give false testimony by violence, threat, bribery or other means, or by threatening or retaliating against a whistleblower, a witness or other relevant person, shall be given a warning; where the circumstances are serious, a sanction of demerit or above shall be given.

Article 40 A student who is absent from classes without justification for a cumulative total of 12 class hours in one semester shall be given a warning; for a cumulative total of 20 class hours, a serious warning; for a cumulative total of 30 class hours, a demerit; and for a cumulative total of 40 class hours, probation.

Three instances of arriving late or leaving early shall be counted as one class hour of absence.

Article 41 A student who disrupts the order of education and teaching, for example by using a mobile phone or other communication device during classes, experiments or other teaching activities, by frequently entering and leaving the classroom, or by making a noise, and who refuses to heed dissuasion, shall be given a sanction of warning or above.

Article 42 A student who violates the Rules of University of Shanghai for Science and Technology on the Administration of Student Dormitories shall be dealt with as follows, depending on the circumstances:

(1) shirking, refusing or obstructing the administration of student dormitories by the University in respect of safety and hygiene, and refusing to heed dissuasion, shall result in a sanction of warning or above;

(2) residing in a building or room other than the one designated, or privately exchanging, appropriating, lending or transferring a bed space, shall result in a sanction of warning or above;

(3) installing electric wiring without permission, or using electrical appliances in violation of the rules, shall result in a sanction of warning or above;

(4) replacing the lock of a student dormitory without permission, lending the key of a dormitory room to another person, having keys made for another dormitory room without permission, or accommodating in a student dormitory persons who are not residents of that room, shall result in a sanction of warning or above;

(5) using the premises or facilities of a dormitory building for commercial or leasing activities shall result in a sanction of warning or above;

(6) shielding a smoke alarm without permission, or without due cause deliberately triggering a smoke alarm, shall result in a sanction of warning or above;

(7) other acts in violation of the rules on the administration of student dormitories shall, depending on the gravity of the circumstances, result in a sanction of warning or above.

Article 43 A student who carries on or participates in business activities on campus without approval, such as sales, leasing or intermediary services, shall be given a warning or a serious warning.

Article 44 A student who distributes publicity materials or printed materials that have not been registered or approved, without authorization, and refuses to heed dissuasion, shall be given a warning or a serious warning.

Article 45 A student who smokes in classrooms, laboratories, dormitory buildings, sports venues, the library, office buildings or other public places on campus and refuses to heed dissuasion shall be given a warning or a serious warning.

Chapter 4 Authority and Procedures for Imposing Sanctions

Article 46 Where a school finds that a student is suspected of a violation, it shall promptly report the matter to the relevant investigating department.

Article 47 The investigating department that recommends the sanction

For a student's violation, the investigating department that recommends the sanction shall promptly inform the school in which the student is enrolled of the violation and the relevant circumstances. That school shall assist the investigating department that recommends the sanction in investigating the student's basic information and the violation. The investigating department that recommends the sanction shall be determined in accordance with the following provisions:

(1) where a student violates the provisions on safety or public order administration and a sanction is required, the recommendation shall be made by the Security Office;

(2) where a student violates the provisions on foreign affairs administration and a sanction is required, the recommendation shall be made by the International Exchange Office;

(3) where a student violates the provisions on teaching administration and a sanction is required, the recommendation shall be made by the Graduate School in the case of graduate students and by the Academic Affairs Office in the case of undergraduate students;

(4) where a student violates the provisions on dormitory administration and a sanction is required, the recommendation shall be made by the Logistics Management Office;

(5) where a student commits academic misconduct and a sanction is required, the matter shall be handled in accordance with the Measures of University of Shanghai for Science and Technology on Handling Academic Misconduct and the Implementing Rules of University of Shanghai for Science and Technology for Handling Falsification in Degree Theses (Trial).

Where it is difficult to determine the investigating department that recommends the sanction, the departments concerned shall resolve the matter through consultation.

Article 48 The department that makes the decision on the sanction

Where a student is to be given a sanction under these Provisions, the investigating department that recommends the sanction shall, after making its recommendation, submit the case to the Student Affairs Department (Office) or the Graduate Student Affairs Department for review and for a decision on the sanction.

Where a student violates the provisions on teaching administration referred to in Article 47(3) and a sanction is required, the decision on the sanction shall be made by the Graduate School in the case of graduate students and by the Academic Affairs Office in the case of undergraduate students.

Article 49 Upon receiving a report on a student's violation and the relevant evidence, the investigating department that recommends the sanction shall promptly examine the evidence and form a recommendation on the sanction; the recommendation shall mainly consist of a full explanation of the investigation materials and the grounds for the recommendation, and shall then be submitted to the department that makes the decision on the sanction for decision.

Upon receiving the recommendation on the sanction, the department that makes the decision on the sanction shall promptly issue a Notice of Proposed Sanction and serve it on the student in person. The Notice of Proposed Sanction shall state the facts of the violation, the reasons for and grounds of the proposed sanction, and shall inform the student of the right to make a statement and to defend himself or herself. The student or his or her representative may, within three working days from the date of receipt of the Notice of Proposed Sanction, submit to the school in which the student is enrolled a written statement and defense. Where the student or his or her representative fails, without justified reason, to submit a statement and defense within that time limit, the student shall be deemed to have waived the right.

Article 50 Where the University imposes a disciplinary sanction on a student, it shall issue a written decision on the disciplinary sanction. The written decision shall include the following: the student's basic information; the facts and evidence on which the sanction is based; the type, grounds and term of the sanction; the channels and time limit for appeal; and other necessary content.

Before the written decision is issued, a legality review shall be conducted by the legal affairs department of the University. Where the sanction of expulsion is to be given,

the matter shall be deliberated and decided by the President's Executive Meeting or by a special meeting authorized by the President.

Article 51 A Notice of Proposed Sanction, a written decision on a disciplinary sanction and similar documents shall be served on the student in person; where the student refuses to accept service, service shall be effected by leaving the document at the place of service; where the student has left the University or direct service is difficult, service shall be effected by mail; where the student cannot readily be contacted, or where service cannot be effected by the other means prescribed in this Article, service shall be effected by public announcement on the website of the University. Service shall be deemed to be effected 30 days after the date on which the public announcement is issued.

Article 52 A student who objects to a decision on a disciplinary sanction may, within ten days from the date of receipt of the written decision of the University, submit a written appeal to the Student Appeal Handling Committee of the University. The appeal shall be handled in accordance with the Provisions of University of Shanghai for Science and Technology on Handling Student Appeals.

Article 53 Where a student appeals against a decision on a disciplinary sanction, the term of the sanction shall nonetheless be counted from the date on which the original decision on the sanction was made. Where a student suspends schooling during the term of the sanction, the term shall cease to run for the duration of the suspension.

Article 54 Where the student who has committed the violation is a member of the Communist Party of China, the department that makes the decision on the sanction shall, before making the decision, report the circumstances to the University Commission for Discipline Inspection and the Organization Department of the Party Committee of the University; where the student is a member of the Communist Youth League of China, the department that makes the decision on the sanction shall, before making the decision, report the circumstances to the Youth League Committee of the University.

Article 55 A student who is given the sanction of expulsion shall complete the formalities for leaving the University within thirty days from the date on which the decision on the sanction is made. The student's file shall be returned to the place of residence of the family; where the student's household registration has been transferred to the University, it shall be transferred back to the place of original household registration.

Article 56 Lifting of the sanction

A sanction given to a student shall be lifted in the following circumstances:

(1) where a student has been given a sanction other than expulsion and has shown repentance during the term of the sanction without committing any further unlawful act or violation, the sanction shall, upon expiry of the term, be lifted upon application by the student to the department that made the decision on the sanction;

(2) where a student has been given a demerit or probation and has made outstanding contributions during the term of the sanction without committing any further unlawful act or violation, the student may, after half of the term has elapsed, apply to the department that made the decision on the sanction and submit the materials relating to the outstanding contributions; upon approval by a special panel convened by the vice president in charge of the department that made the decision on the sanction, the sanction may be lifted ahead of schedule.

Article 57 The outstanding contributions referred to in Article 56, paragraph 2 of these Provisions include the following:

(1) winning a second prize or above at the provincial or ministerial level in a Class A discipline competition of the Ministry of Education, such as the “Internet Plus” competition or the “Challenge Cup”;

(2) winning an award in another comparable discipline competition;

(3) receiving a commendation at the university level or above for good deeds that promote spiritual civilization, such as acting courageously for a just cause;

(4) other contributions that have been verified as meeting the conditions.

Article 58 The written decision on the disciplinary sanction and the materials relating to the lifting of the sanction shall be placed truthfully and completely by the department that made the decision on the sanction in the archives of the University and in the student’s own file.

Chapter 5 Supplementary Provisions

Article 59 The expressions “or above” and “or below” used in these Provisions shall each include the stated figure.

Article 60 A student who violates the supplementary provisions on student disciplinary sanctions adopted by the University for an extraordinary period shall be given a sanction in accordance with the supplementary provisions for that extraordinary period.

Article 61 Disciplinary violations committed by graduate students in non-degree programs, students of the School of Continuing Education, students from Hong Kong, Macao and Taiwan and overseas Chinese students, international students, and students in preparatory programs for ethnic minorities shall be handled by reference to these Provisions.

Specific measures for handling violations committed by students of the Sino-British College shall be formulated by the Sino-British College in accordance with laws and regulations; matters not provided for shall be handled by reference to these Provisions.

Article 62 These Provisions shall be interpreted by the Student Affairs Department (Office), the Academic Affairs Office, the Graduate Student Affairs Department and the Graduate School.

Article 63 These Provisions shall enter into force on the date of promulgation. The former Provisions of University of Shanghai for Science and Technology on Student Disciplinary Sanctions (USST [2020] No. 126) shall be repealed at the same time.

Appendix: Flowchart of Student Disciplinary Sanctions

1. A student commits a violation to which the Provisions of University of Shanghai for Science and Technology on Student Disciplinary Sanctions apply.

2. The investigating department that recommends the sanction promptly informs the school in which the student is enrolled of the violation and the relevant circumstances; the school in which the student is enrolled shall assist the investigating department that recommends the sanction in investigating the student’s basic information and the violation.

3. The investigating department that recommends the sanction makes a recommendation on the sanction.

4. The department that makes the decision on the sanction conducts a review and issues the Notice of Proposed Sanction.

5. The Notice of Proposed Sanction is served on the student in person; where the student refuses to accept service, service is effected by leaving the document at the place of service; where the student has left the University or direct service is difficult, service is effected by mail; where the student cannot readily be contacted, or where service cannot be effected by other means, service is effected by public announcement on the website of the University, and service is deemed to be effected 30 days after the date on which the public announcement is issued.

6. Before the department that makes the decision formally makes the decision on the sanction, the school in which the student is enrolled shall, within three working days from the date on which the student receives the Notice of Proposed Sanction, hear the statement and defense of the student or his or her representative; where the student or the representative fails, without justified reason, to submit a statement and defense within that time limit, the student is deemed to have waived the right.

7. Before the written decision is issued, the legal affairs department of the University conducts a legality review.

8. Where the sanction of expulsion is to be given, the matter is deliberated and decided by the President's Executive Meeting or by a special meeting authorized by the President.

9. Where the student who has committed the violation is a member of the Communist Party of China, the department that makes the decision on the sanction reports the circumstances to the University Commission for Discipline Inspection and the Organization Department of the Party Committee of the University before making the decision; where the student is a member of the Communist Youth League of China, the department reports the circumstances to the Youth League Committee of the University before making the decision.

10. The department that makes the decision on the sanction reviews the case, makes the decision on the sanction and issues the written decision on the sanction.

11. A student who objects to the decision on the sanction may, within ten days from the date of receipt of the written decision of the University, submit a written appeal to the Student Appeal Handling Committee of the University; the appeal is handled in

accordance with the Provisions of University of Shanghai for Science and Technology on Handling Student Appeals.

Issued and circulated by the President's Office on January 6, 2022