INTRODUCTION

About University of Mauritius

1. The legal existence and corporate entity of the University of Mauritius were established by the University of Mauritius Ordinance No. 39 of 1965.

2. The University of Mauritius Act, 1971, providing for the present Constitution and Statutes, received the assent of H.E. the Governor General on 31st May 1971 and came into effect on 1st July 1971. The Act establishes the fundamental powers and structure of the University and defines its purposes and entity as a legally independent body. Details of the Constitution are contained in the Statutes, which describe the means and terms of appointment of the officers and staff of the University and the membership, terms of reference and standing orders of committees.

Her Majesty Queen Elizabeth II, who was accompanied by His Royal Highness the Duke of Edinburgh, inaugurated the University on 24th March 1972.


4. The University was founded on the developmental concept to help in the general development of Mauritius. As such, one of the dominant concerns of the University when it was created was to meet national manpower needs.

Starting from its original nucleus, the two buildings of the former College of Agriculture which were donated by the Government of Mauritius, the University expanded to the following:

(i) Phase I of the Development Plan: the School of Agriculture, the School of Administration, the School of Industrial Technology, the Library and the Students’ Common Room.

(ii) Phase II of the Development Plan: extension of the School of Agriculture; Lecture Theatre of the School of Agriculture; extension of the Library.

(iii) The Paul Octave Wiehé Auditorium inaugurated on 28th July 1975 by Mr Pierre Abelin, Ministre de la Coopération du Gouvernement de la République Française and named on 25th May 1981 after the former Vice-Chancellor Dr P O Wiehé.

5. Other developments of significance that indicated the direction in which the University was moving in were as follows: the setting up of a Computer Centre, the creation of a Department of Law in 1985 and the inauguration of the SSR Centre for Medical Research in 1986; the Department of Textile Technology was set up within the School of Industrial Technology in 1987 although the Textile Technology Building itself became functional in 1992; the Radio Telescope Project is operational at Bras D’ Eau since 1989; in 1989 itself, following the Visitor’s Report, the University set up a School of Science; the School of Industrial Technology was re-named “School of Engineering” and the School of Administration became the “School of Law, Management and Social Studies”. In the same year, an ‘Antenne Universitaire’ was inaugurated in Rodrigues.

6. In 1993, the School of Law, Management and Social Studies was re-structured into two Faculties, namely the “Faculty of Law and Management” and the “Faculty of Social Studies and Humanities”. At the same time the other three Schools, namely Agriculture, Engineering and Science became “Faculties”.

7. The New Academic Complex, inaugurated in November 1994, provides classrooms and lecture halls that can accommodate up to 2 500 students at one time and the Tower Block provides accommodation for the Faculty of Science and Law and Management as well for the Central
Administration of the University. December 1995 saw the inauguration of the University Students’ Centre and the Cafeteria. Extension of the former Students’ Common Room and Faculty of Agriculture were completed in 2001 and March 2005 respectively.

The University Gymnasium opened its doors in October 2004 and the Engineering Tower is expected to be fully operational this coming academic year.

The total space currently available at the University is 51,831 m² including the newly built multi-purpose Gymnasium and the Engineering Tower of 10 levels.

8. The J Baguant Centre for Distance Learning, initially called Centre for Extra-Mural Studies, was set up in 1993 with the help of the Canadian International Development Agency and Laurentian University (Canada) with a view to introducing Distance Education methods. It is responsible for running some programmes and modules using Distance Education Techniques. The Centre has also been entrusted to administer a postgraduate qualification in Teaching and Learning in Higher Education. In June 2005, the Centre has been renamed as Centre for Professional Development and Lifelong Learning (CPDL).

9. The increased use of IT resources compelled the University to split the Computer Centre in 1997 into an academic department of Computer Science and Engineering at the Faculty of Engineering and a Centre for Information Technology and Systems (CITS). The CITS is responsible, amongst others, for providing wider and convenient access to computing facilities by students, staff and administrators in the University through the most cost-effective means for procuring, maintaining, modifying and upgrading hardware equipment and software systems, and developing and maintaining in-house Management Information Systems for University administration.

10. A Consultancy Centre, later renamed Consultancy and Contract Research Centre, was set up in 1998 to encourage staff to undertake consultancy and to establish closer links with industry.

11. The University of Mauritius entered a new development phase when the Virtual Centre for Innovative Learning Technologies (VCILT) was created in 2001. The VCILT is responsible for providing technical support to academics and tutors to develop on-line web-based education and telelearning at the University and throughout the country.

12. The Centre for Applied Social Research (CASR), a joint initiative of the Mauritius Research Council and the University, became operational in March 2001. Its main aims are to design, carry out and interpret rigorous research studies within the field of public policy.

13. Quality Assurance has taken a new dimension with the setting up of the Quality Assurance Office in October 2002. The Office aims, amongst other activities, at contributing to the formulation of the University’s Quality Assurance and Enhancement Policies and Practices and to their implementation and monitoring across the University and, where appropriate, in collaborative partner institutions (MIE, MGI and School of Advanced Computing).

14. The concept of Lifelong Learning was formalised in October 2003 through the Lifelong Learning Cluster. This project enables the three Centres (JBCDL (now CPDL), CITS and VCILT) to pool resources and collaborate with Faculties to provide tailor-made programmes and services to Lifelong Learners.

15. All this development and expansion on Campus has been accompanied by a simultaneous increase in the student population. Starting with the modest figure of 481 in 1968, the University had an overall student population of 7090 (headcount) in 2005/2006. 1126 students are registered on postgraduate (taught and research) programmes, and 5277 on undergraduate degree programmes. Percentage of female enrolment at the University amounts to 52%. Of the 7090 students, 2661 (38%) are following part-time programmes and 694 (10%) are enrolled on programmes run collaboratively with Partner Institutions (Mauritius Institute of Education, Mahatma Gandhi Institute and School of Advanced Computing).
Computing). 60 students are from overseas, coming from Canada, China, France, Germany, India, Mozambique, Pakistan, Seychelles, South Africa, Tanzania and USA.

16. Since its creation and up to March 2006, the University has produced over 21,000 awardees, out of whom 76 obtained a PhD, 37 an MPhil, 1,256 a Master’s, Postgraduate Diploma or Postgraduate Certificate and 10,061 a Bachelor’s degree.

17. Over the past decades, the University progressed slowly from a mostly in-service training institution to a fully-fledged University concentrating increasingly on Bachelor’s degrees and postgraduate programmes, research and consultancy in response to the contemporary and emergent needs of the various sectors of the Mauritian economy.

Currently, the University offers programmes in all the principal fields of studies or disciplines, which would normally be expected of a tertiary education institution. All the programmes at the University are now modularised and the majority of them are credit-rated, with a modular weighting system. In 2005/2006, the number of taught Programmes of Studies being run at the University reached a figure of 165, including 38 postgraduate and 111 undergraduate degree programmes.

18. During 2005/2006, the University of Mauritius employed some 230 academic staff, together with 700 staff in other categories. The University also employs a large number of part-time staff for its teaching.

19. Close partnership exists between the University and the other tertiary institutions, and different Government Ministries, parastatal bodies, the private sector and the NGOs.

20. The University of Mauritius is an active member of the Association of Commonwealth Universities, the Association of African Universities and of the Agence Universitaire de la Francophonie. Furthermore, the University has links with various UK Universities, and with institutions in other countries such as Canada, France, Holland, India and the USA.

**Organisation, Governance and Management Structure**

The Council is the executive body of the University and is responsible for the management and administration of the revenue and property of the University; it has general control over the conduct of the affairs of the University and is chaired by the Pro-Chancellor.

The Vice-Chancellor is the Principal Academic and Administrative Officer of the University and has general responsibility for the direction and management of the University. He is the chairperson of Senate, the supreme academic authority of the University. The Senate is responsible for the academic work of the University both in teaching and research, the award of all degrees (other than honorary degrees), diplomas and other academic distinctions, and the regulation and superintendence of the education and discipline of students.

The Vice-Chancellor is supported by two Pro-Vice-Chancellors, one for Teaching and Learning, and one for Research and Consultancy, the Registrar, the Deans of Faculty, Directors of Centre, the Budget Director and the Chief Librarian.

The Registrar is the Chief Administrative and Examinations Officer of the University and reports to the Vice-Chancellor.

Currently, the University comprises 22 departments distributed across five Faculties (Agriculture, Engineering, Law and Management, Science, Social Studies and Humanities), each within a few minutes walk from one another. Five Centres (Centre for Information Technology and Systems, Centre for Professional Development and Lifelong Learning, Virtual Centre for Innovative Learning Technologies, Consultancy and Contract Research Centre & Centre for Applied Social Research) are
also located in the Réduit campus. The SSR Medical Resource Centre, falling under the aegis of the Faculty of Science, is found within five minutes drive from the University.

**Successes, Milestones and Landmarks**

1965  Creation of the University of Mauritius

1966  First Vice-Chancellor (Dr L J Hale)

1967  The College of Agriculture became the School of Agriculture and part of the University

1968  Setting up of the School of Administration  
First Mauritian Vice-Chancellor (Dr P O Wiehe)

1969  Unveiling of the foundation stone of the Library  
Setting up of the School of Industrial Technology

1970  Inauguration of the School of Industrial Technology Phase I building  
Enrolment of first direct entry degree students at the School of Agriculture

1971  Completion of the School of Administration building, Library and new building for the School of Agriculture  
First University Diploma Award Ceremony  
Coming into effect of The University of Mauritius Act  
First meeting of Senate and Council

1972  Completion of a second block of building (Phase I) for the School of Industrial Technology  
Inauguration of the University by Her Majesty Queen Elizabeth II

1973  Appointment of Mr R Burrenchobay as Vice-Chancellor  
First undergraduate degree awards conferred by the Schools of Agriculture and Industrial Technology  
Start of the Medical Laboratory Technology Programme

1974  Establishment and first meeting of the Court  
Installation of the first Chancellor of the University (H R H Princess Alexandra)  
First Honorary degrees conferred on H R H Princess Alexandra and Sir S Ramgoolam, Prime Minister of Mauritius

1975  Inauguration of the Auditorium by Mr P Abelin, French Minister of Cooperation  
Launching of the BA (Hons) Administration course  
First enrolment in MPhil/PhD Programmes at the School of Agriculture

1976  Start of 4-year BTech (Hons) degree programmes in Civil and Electrical and Electronic Engineering

1977  First batch of graduates from the School of Administration  
First Postgraduate Diploma programme (Sugar Technology)

1979  Appointment of Prof J Manrakhan as Vice-Chancellor  
Completion of Phase II building of the School of Agriculture and extension of the Library  
Award of its first MPhil degree (Mr T Vijiiraj from Sri Lanka)

1981  First award of a PhD (Mr D R Vencatahasmy)  
Inauguration of the R Burrenchobay Lecture Theatre
1982  First degree awards (BA (Hons) Indian Music) offered in collaboration with MGI
1983  Relinquishment of the post of Chancellor by H R H Princess Alexandra
1985  Setting up of a Computer Centre
       Creation of a Department of Law
       Appointment of Mr Maurice Rault as Chancellor of the University
1986  Inauguration of the SSR Centre for Medical Research
1987  Hosting of the Council Meeting of the Association of Commonwealth Universities
       Setting up of the Department of Textile Technology
       Manraj Visitorial Report on the University
1989  Creation of the School of Science
       The School of Industrial Technology became the School of Engineering
       The School of Administration became the School of Law, Management and Social Studies
       Establishment of an “Antenne Universitaire” in Rodrigues
       First offer of BEd (Hons) Programmes
       First awards of the Bachelor of Laws (LLB) degree
1990  First awards of BSc (Joint Hons) degrees in Pure Science
       Start of the BA (Joint Hons) Humanities, Diploma/degree in Computer Science and Engineering and Master of Business Administration (MBA)
1993  Creation of the Faculty of Law and Management and the Faculty of Social Studies and Humanities
       The Schools of Agriculture, Engineering and Science became Faculties
       Setting-up of a Centre for Extra-Mural Studies
       Start of modularisation of programmes on a semester basis
       Completion of the Textile Building (4000 m²)
       Creation of two posts of full-time Pro-Vice-Chancellors in Curriculum Development and Distance Education and in Research and Consultancy
       First MBA graduates, in collaboration with the Business School of the University of Bradford
1994  Inauguration of New Academic Complex by the Prime Minister
       Relinquishment of the post of Chancellor by Sir Maurice Rault
       Start of the application of the credit system
       Launching of the Otto-Essien Young Professionals Programme
1995  Appointment of Prof G T G Mohamedbhai as Vice-Chancellor
       Launching of the World Bank Higher and Technical Education Project
       Inauguration of the Students’ Centre
1996  The University became a member of the Commonwealth Universities Study Abroad Consortium (CUSAC)
       Launching of the website of the University: [www.uom.ac.mv](http://www.uom.ac.mv)
1997  Creation of the Centre for Information Technology and Systems (CITS)
       Mounting of the BSc (Hons) Medical Science Programme in collaboration with the Universities of Manchester and Newcastle
1998  Setting up of a University Quality Assurance Team (UQAT)
1999  Launching of the Strategic Plan 1999-2004
       Introduction of Transferable Outreach Skills Programme (TOSP)
2000  Mock Institutional Audit  
First awards of BSc (Hons) Medical Science

2001  Completion of the extension works to the former Students’ Common Room  
Setting-up of the Virtual Centre for Innovative Learning Technologies (VCILT) and the Centre for Applied Social Research (CASR)

2002  Setting-up of the School of Advanced Computing  
Setting-up of the Quality Assurance Office  
First awards of BA Library and Information Science (joint award with Charles Sturt University)

2003  Organisation of the Conference of Rectors, Vice-Chancellors and Presidents (COREVIP) of the Association of African Universities  
Setting up of the Lifelong Learning Cluster (LLC)  
First awards of BSc (Hons) Nursing (joint award with Middlesex University) and BSc (Hons) Police Studies in collaboration with the University of Portsmouth

2004  Hosting of the Council Meeting of the Association of Commonwealth Universities  
Completion of the University Gymnasium  
First awards of MBChB in collaboration with Université Victor Segalen Bordeaux 2

2005  Completion of the extension works at the Faculty of Agriculture  
Institutional Quality Audit of the University  
Appointment of Prof I Fagoonee as Vice-Chancellor  
Inauguration of the Engineering Tower  
Appointment of Sir R Jeewoolall and Prof S Jugessur as Chancellor and Pro-Chancellor, respectively of the University  
First awards of MBBS

2006  Setting-up of Multidisciplinary Centres of Excellence
1. **General Correspondence**

   Registrar
   University of Mauritius
   Réduit
   Mauritius
   Indian Ocean

   **Telefax:** (230) 454 9642
   **Telephone:**
   454 1041-49
   464 9958
   464 0017
   Ext 1520

2. **Correspondence intended for**

   Vice-Chancellor
   Ext 1519

   Pro-Vice-Chancellors:
   - Teaching and Learning
     Ext 1521
   - Research & Consultancy
     Ext 1515
   - Dean of the Faculty of Agriculture
     Ext 1227
   - Dean of the Faculty of Engineering
     Ext 1226
   - Dean of the Faculty of Law and Management
     Ext 1441
   - Dean of the Faculty of Science
     Ext 1418
   - Dean of the Faculty of Social Studies and Humanities
     Ext 1352

   **Budget Director**
   Ext 1225

   **Chief Librarian**
   Ext 1229

   **Director, Centre for Professional Development and Lifelong Learning**
   Ext 1204

   **Director, Centre for Consultancy and Contract Research**
   Ext 1527

   **Officer-in-Charge, Centre for Information Technology & Systems**
   Ext 1538

   **Director, Quality Assurance**
   Ext 1514

   **Director, Virtual Centre for Innovative Learning Technologies**
   Ext 1582

   **Officer-in-Charge, Centre for Applied Social Research**
   Ext 1480

   **SSR Medical Resource Centre**

   **Tel:** 433-2929
3. Correspondence intended for the Students’ Union

The Secretary
Students’ Union
University of Mauritius
Réduit
Mauritius
Indian Ocean

Tel: 465-5933
CHAPTER 1

REGULATIONS FOR MATRICULATION

1.1 Meaning of Matriculation

 (i) Matriculation is the act of placing a student’s name upon the matricula or Roll of Members of the University.

 (ii) In order to matriculate, a student must have fulfilled the requirements for admission.

1.2 Admission of Students

No student shall be admitted to any scheme of study in the University except by special permission of the Senate unless s/he has satisfied the entrance requirements for that scheme of study.

Any undergraduate degree awardee of the University of Mauritius should not be admitted on another undergraduate degree programme until a minimum period of two years has lapsed between obtention of the degree and application for another undergraduate degree programme.

1.3 General Entry Requirements for Admission to the University

1.3.1 Postgraduate Degrees

- At least a Second Class Honours Degree from a recognised University or
- a Honours degree with GPA not less than 2.50 or
- alternative qualifications acceptable to the University of Mauritius.

1.3.2 Undergraduate Degrees

(i) A pass in English Language at Cambridge School Certificate/ ‘O’ Level or equivalent and

   either (i) Credit in five other subjects (School Certificate), together with at least two passes at Advanced Level (Higher School Certificate or General Certificate of Education);

   (Applicants having credit in English Language need to have credit in only four other subjects)

   or (ii) Passes in three other subjects at Advanced Level.

OR (ii) Qualifications awarded by other universities and institutions, which have been approved by the Senate as satisfying the minimum requirements for admission.

OR (iii) The French Baccalauréat.

OR (iv) Relevant subjects/combinations of related subjects included in any Diploma of the University of Mauritius or in any technical qualifications, as may be approved by the Senate as being equivalent or comparable to an ‘O’ Level or ‘A’ Level may be accepted in lieu of corresponding subjects prescribed in (i) above.

OR (v) The IGCSE and the International Baccalaureate awarded by the International Baccalaureate Organisation, Switzerland.

NOTE:
(a) A pass (at least grade C or c) at Subsidiary/ Advanced Subsidiary Level in any subject or General Paper in a Higher School Certificate could be considered in lieu of a credit in that subject or English Language respectively, taken at School Certificate/ ‘O’ Level, and a pass at Principal Standard in a Higher School Certificate will count as a GCE pass at Advanced Level.

(b) No subject shall be counted at both School Certificate/ ‘O’ Level and Higher School Certificate/ ‘A’ Level or their equivalent.

(c) The Dean of a Faculty/ Director of a Centre may require an applicant for admission to either sit a special entrance examination or take specific Foundation Course.

(d) Specific additional entrance requirements often apply (See under Programme Requirements for individual programmes).

1.3.3 Undergraduate Diplomas

(i) A pass in English Language at Cambridge School Certificate/ ‘O’ Level or equivalent and Credit in five other subjects (School Certificate).

(Applicants having credit in English Language need to have credit in only four other subjects)  

OR (ii) Qualifications awarded by other universities and institutions, which have been approved by the Senate as satisfying the minimum requirements for admission.

OR (iii) The IGCSE and the International Baccalaureate awarded by the International Baccalaureate Organisation, Switzerland.

NOTE:  

(a) A pass (at least grade C or c) at Subsidiary or Advanced Subsidiary Level in any subject or General Paper in a Higher School Certificate could be considered in lieu of a credit in that subject or English Language respectively, taken at School Certificate/ ‘O’ Level, and a pass at Principal Standard in a Higher School Certificate will count as a GCE pass at Advanced Level.

(b) No subject shall be counted at both School Certificate/ ‘O’ Level and Higher School Certificate/ ‘A’ Level or their equivalent.

(c) The Dean of a Faculty/ Director of a Centre may require an applicant for admission to either sit a special entrance examination or take specific Foundation Course.

(d) Specific additional entrance requirements often apply (See under Programme Requirements for individual programmes).

1.3.4 Undergraduate Certificates

(i) A School Certificate with credit in two appropriate subjects or equivalent.

OR (ii) Qualifications awarded by other universities and institutions, which have been approved by the Senate as satisfying the minimum requirements for admission.

OR (iii) The IGCSE awarded by the International Baccalaureate Organisation, Switzerland.

NOTE:  

(a) The Dean of a Faculty/ Director of a Centre may require an applicant for admission to either sit a special entrance Examination or take specific Foundation Course.
(b) Specific additional entrance requirements often apply (See under Programme Requirements for individual programmes).

1.3.5 Approved Subjects for Admission to Schemes of Study for University Awards

Any ‘O’ Level/ ‘A’ Level subjects, subject to the following:

“Subjects whose contents are related or are of similar nature will not be considered as separate subjects unless they are allowed to be taken at the same sitting by an examining body recognised by the University of Mauritius”.

1.4 Programme Requirements

In addition to the above, special requirements are prescribed for admission to particular programmes. Please see under Programme Requirements for individual programmes.

1.5 General and Programme Requirements - Special Cases

The following may be deemed to have satisfied the general and programme requirements for admission:

(i) Applicants who do not satisfy any of the requirements as per Regulations 1.3 and 1.4 above but who submit satisfactory evidence of having passed examinations which are deemed by the Senate to be equivalent to any of those listed.

(ii) Applicants who do not satisfy any of the requirements as per Regulations 1.3 and 1.4 above but who in the opinion of Senate submit satisfactory evidence of the capacity and attainments requisite to enable them to pursue the programme proposed.

(iii) Applicants who hold a full practising professional qualification obtained by examination.

1.6 Mature Students

In line with the Government Policy of commitment to lifelong learning, the University has developed the concept of admission of mature students on some Programmes of Studies. ‘Mature Students’ shall be those who fall under the following criteria:

(i) who are not recent school leavers, are older in terms of age and do not have the General Entry Requirements for admission at the University of Mauritius;

(ii) who are not recent school leavers, are older in terms of age and who possess the General Entry Requirements for admission but are lower in terms of their computer list ranking at the University of Mauritius;

(iii) who have relevant work experience.

All such applicants must have a minimum of SC.

Mature Students will only be admitted on Programmes of Studies identified by Deans of Faculty/ Directors/ Principals of Centre/ Partner Institution. A maximum of three Mature Students per Programme of Studies over and above the normal intake would be admitted in the first year of the Programme.

Mature Students are selected by the Faculty/ Centre/ Partner Institution on the basis of the following:
(i) qualifications and experience of applicants; and

(ii) interview to assess commitment, motivation and academic standards (25%) and a written examination (75%), if applicable.
CHAPTER 2
GENERAL REGULATIONS FOR STUDENTS

2.1 Registration

(i) Students are either ‘award’ students (i.e. following a scheme of study leading to a higher degree, degree, diploma, or certificate of the University) or ‘non-award’ students. A student may also register as ‘auditeur libre’ for specific module(s) subject to approval by the Faculty/ Centre/ Cluster Board.

(ii) All students are required to register before starting their programmes and at the beginning of each subsequent level/year of their programme. The days on which students register shall be announced by the University and only with the special permission of the Registrar may a student be permitted to register other than on the appointed days.

(iii) By virtue of Statute 6 (4) (b), the Vice-Chancellor may refuse, without being required to explain her/his decision, to allow any person to be registered as a student.

(iv) Registration implies agreement by the student registering, while s/he remains a registered student, to abide by the authority and discipline of the University conferred by the University of Mauritius Act, 1971, as subsequently amended in 1992, by the Statutes and by the Regulations and Rules for the time being in force and expressed through the Council, the Senate, the Boards of Faculties and the duly appointed officers of the University in the discharge of their lawful duties.

(v) Information provided by students at registration will be treated by the University as confidential and will not be passed on to any body or person outside the University without their permission.

(vi) A student shall notify the Registrar through her/his Dean of Faculty/ Director of Centre as soon as possible of any subsequent changes in the information s/he has provided at the Registration.

(vii) No student shall be admitted as a student for more than one degree, diploma or certificate at the same time at the University of Mauritius. A student enrolled at another public Tertiary Education Institution on a full-time Programme shall not be registered for a full-time Programme concurrently at the University of Mauritius.

(viii) A student would normally be allowed to transfer from one programme to another within four weeks from the first day of semester of year one provided s/he has secured a seat on the programme and subject to approval by the Dean/ Director.

2.2 Termination of Registration as a Student

A person shall cease to be a registered student of the University:

(i) when s/he has completed the scheme of study for which s/he is registered;

(ii) if s/he withdraws from the University;

(iii) during the period of his/her interruption of studies;

(iv) if under any of the University’s Regulations s/he is required to withdraw from the University;
(v) if her/his Cumulative Point Average (CPA) remains below 40 for two consecutive registered semesters, unless decided otherwise by Senate (applicable to students following Programmes of Studies abiding by Semester regulations).

(vi) if her/his CPA remains below 40 at the end of an academic year and s/he has already repeated one year of study, unless decided otherwise by Senate (applicable to students following Programmes of Studies abiding by yearly regulations).

A student’s registration will lapse at the end of the semester in which s/he has successfully completed the minimum requirements for the award of the degree, diploma or certificate.

Any student whose registration had been terminated under sections (iv), (v) or (vi) above or who had withdrawn from the University as from the 3rd week after the beginning of the first semester of year one without submitting valid reason(s) at the time of application for withdrawal should not be admitted on the same programme until a period of two years upon termination of registration.

Students whose CPA is less than 40 at the end of an academic year and who have already repeated one year of study (for Programmes of Studies abiding by yearly regulations) or students whose CPA < 40 for two consecutive registered semesters (for Programmes of Studies abiding by semester regulations) may be allowed, subject to approval by Board of Examiners, Faculty/ Centre/ Cluster Board and Senate, to continue with the programmes provided:

(i) at least 75% of the number of credits required for the degree have already been earned; and
(ii) the maximum allowable duration of the programme, as specified in the structure, has not been exceeded.

Requests for extension from such students will not be entertained and periods of interruption of study will count towards the maximum allowable duration, as per existing rule.

2.3 Attendance and Progress

A student will be required to attend regularly lectures, tutorials and other forms of instruction prescribed by her/his scheme of study (normally at least 80% attendance) and to submit written work by the appointed dates. The Senate may, on the recommendation of the Faculty/ Centre/ Cluster Board, suspend or preclude from further study any student whose attendance or progress is deemed to be unsatisfactory.

Absence due to ill health must immediately be notified by the student to the Dean of the Faculty/ Director of Centre concerned through the Programme Coordinator.

Students are expected to attend all lectures, tutorials and other forms of instruction prescribed by their scheme of study and to complete the required elements that make up the Continuous Assessment component of the programme. A student who is unable to attend some classes for any reason must notify, in writing, the Dean of Faculty/ Centre Director through his/her Programme Coordinator, and supply relevant documentation. Final approval rests with the Dean/ Director. It will be the responsibility of the student to make up for missed events and to complete the relevant requirements.

2.4 Withdrawal from the University

(i) Any registered student of the University of Mauritius has to complete a withdrawal form if s/he wishes to completely withdraw at any time from the University even if s/he has not attended any lectures.

(ii) The prescribed form can be obtained from the Admissions and Students Records Office and at the Faculty/ Centre/ Partner Institution Registry.
(iii) Failure to fill the withdrawal form will result in “F” grade for all modules registered and non-reimbursement of tuition/ laboratory fees, if applicable. Refund of tuition/ laboratory fees, where applicable, will be based on the date of withdrawal (Refer to Section 16.5).

(iv) Students who have withdrawn from a Programme of Studies at the University of Mauritius as from the 3rd week after the beginning of the first semester of year one without submitting valid reason(s) at the time of the application for withdrawal will not be admitted on the same Programme until a period of two years has elapsed.

(v) The student has to complete and sign the withdrawal form. Prior to submitting the form, the student must obtain the signatures from the Library and Finance office.

(vi) At the time of withdrawal, the student must return any books borrowed from the University Library and obtain the signatures of the Chief Librarian or her/his representative on the withdrawal form.

(vii) The student must also obtain the signature of the Budget Director or her/his representative on the withdrawal form that there is no outstanding debt in her/his account.

(viii) The student has to submit the duly completed form together with the University identity card issued to her/him to the Registrar’s Office.

(ix) The Registrar’s Office will forward the form to the Admissions and Students Records Office. The latter will inform the Faculty/ Centre/ Partner Institution of the withdrawal of the student for necessary action at their end.

(x) The student is officially withdrawn from the University.

2.5 Conduct of Students and University Discipline

Students shall at all times conduct themselves in a manner conducive to the furtherance of the objects of the University and to the maintenance of its efficiency and well-being as an academic community.

The following shall be held to be a breach of University discipline rendering a student liable to action under the code of Discipline:

(i) Breaches of Criminal Law. These will invariably be reported to the police but this in no way prejudices the right of the University to institute its own disciplinary proceedings whatever the outcome of the reference to the police.

(ii) Conduct which obstructs or interferes with teaching and research and the administration of the University.

(iii) Conduct which obstructs any member of the University or an officer or employee from discharging her/his lawful duties.

(iv) Conduct prejudicial to the University’s relations with the general public.

(v) Failure to comply with any rules made to maintain the good order and efficiency of the University, for example, rules relating to the use of University facilities, the parking of motor vehicles, security, the care and tidiness of University’s grounds, and damage to University’s buildings and property.

(vi) Improper and indecent language and unbecoming behaviour, including harassment on or off campus towards fellow students and other members of the University.
(vii) Gross misconduct that may tarnish the image of the University.

2.6 Student Health

Any student suffering from or believing that s/he may be suffering from an infectious illness or in whose home or lodgings there is or has been such illness must immediately notify her/his medical practitioner and the Dean/ Director of her/his Faculty/ Centre. No student may return to follow courses at the University until a medical practitioner appointed by the University has provided her/him with a certificate, which is to be forwarded immediately to the Dean of the Faculty/ Centre Director stating that there is no longer any danger of infection being conveyed to other persons.

2.7 Conferment of Qualifications

(i) A person is entitled to describe herself/himself as a holder of degree or diploma or certificate granted by the University as from the date it has been awarded by the Senate.

(ii) Congregation at which the degree or the diploma or certificate will be conferred shall be held at such time and place and in such manner as the Senate may from time to time determine.

(iii) Students who wish for a qualification to be conferred in Congregation in absentia must enter their names in the form at the time prescribed by the Registrar.

(iv) Students who at the completion of their studies have not returned the library books or materials loaned to them shall not be admitted (except with the prior permission of the Vice-Chancellor) to the conferment of a degree, diploma, certificate or any other qualification of the University of Mauritius until they fulfil all their obligations to the University.

(v) Certificates of Graduands will be withheld as long as the graduands have not cleared all their liabilities towards the University.

2.8 Loss of Certificate

In case of loss of the original certificate, the University may issue a copy on the following conditions:

(i) The holder of the original certificate produces a sworn affidavit.

(ii) ‘Copy’ is marked across it.

(iii) The copy is issued against payment.

2.9 Statements to the Press

No student may make/ issue statements to the Press, radio or television on behalf of the University without prior permission of the Vice-Chancellor through the President of the Students’ Union. This is without prejudice to the right of an individual to make public statements on her/his own behalf.

2.10 Notices

The contents of any notice posted on University Notice Boards or on official Faculty/ Centre Notice Boards will be assumed to be known to students.
CHAPTER 3
GENERAL INFORMATION

3.1 Academic Year

The academic year of the University is divided into 2 semesters each of 15 weeks’ duration.

Written examinations are held either after the 15th week of each semester or at the end of the academic year depending on the Programme of Studies and are usually of two-three weeks’ duration.

3.2 Programme of Studies

A Programme of Studies is an approved curriculum, which leads to an award upon successful completion.

A Programme of Studies (e.g. BSc (Hons) Mathematics or BEng (Hons) Civil Engineering) is made up of a specified number of modules, which are drawn from one discipline or field of study or more and which often combine core modules with a range of electives from which students can choose. Each of the modules carries a certain number of credits.

3.3 Modules

A module refers to any discrete and relatively self-contained course unit for curriculum option, each of which is likely to be characterised by a particular content and structure, specific methods of delivery (a combination of lectures, tutorials, practicals and independent learning, or a set of learning-teaching materials) and a particular approach to assessment. It is a subset of a Programme of Studies.

Each module usually consists of an equivalent of 45-90 contact hours comprising lectures, tutorials, laboratory/field work, etc. Students are, however, expected to put in additional work through private study, library work, etc. Each module normally carries 3-6 credits, unless otherwise stated.

Each module can either be taught in one semester (semester module) or throughout two semesters (yearly module).

Each module has a unique code of 4 or 5 digits, $\#^1\#^2\#^3\#^4\#^5$ or $\#^1\#^2\#^3\#^4$, representing normally the following:

$\#^1$: Year (y), where $1 \leq y \leq 5$, for undergraduate programmes. For postgraduate programmes, $\#^1 = 6$ or 5 (for some postgraduate modules).

$\#^2$: Semester (s), where $1 \leq s \leq 2$; $s=0$ if module is on offer during both semesters. Some modules may carry digit 3 or 4 corresponding to third or fourth semester.

$\#^3\#$: Module number (01-99).

($\#^5$): Weighting (w), where $w = 1, 3$ or 5 depending on the module status (Introductory, Intermediate or Advanced). It gives an indication of the notional degree of difficulty or academic attainment expected by the student.

For example, the module CIVE 1101(1) is normally offered in year 1 semester 1, and carries a weighting of 1.

However all modules offered at postgraduate level have the same weighting (w=1).

Some modules are denoted by suffix Y after the fourth digit in the module code, e.g. CSE 1001Y(1). These modules, termed yearly modules, are taught over a period of two semesters and are examined
at the end of the second semester only. There are however continuous assessments over the period of two semesters.

Some module codes have an ‘R’ at the end [e.g. FREN 2006Y(3)R]. These denote modules, which contain a strong research component and/or a course in research methodology.

Modules can be of different types as shown in Table 1.

<table>
<thead>
<tr>
<th>Table 1: Types of Modules</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Core</strong></td>
</tr>
<tr>
<td>Module that is essential in a particular Programme and must be passed by the student on the Programme.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Self-Study</strong></th>
<th><strong>Independent Study</strong></th>
<th><strong>Audit</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Under special circumstances, a student may be allowed to complete up to 10% of the credits required for award or its nearest equivalent number of modules (with grades) for both undergraduate and postgraduate Programmes, by self-study, subject to recommendation by Department and approved by Faculty/ Centre/ Cluster Board. Self-study modules will be amongst regular modules listed in the Programme. There will be no formal lectures but laboratory work will be conducted, if necessary. Assessment will be based on laboratory work and/or assignments as well as tests and examinations. Self-study modules will be supervised.</td>
<td>One elective in the form of project may be offered to students who have already earned at least 75 credits for undergraduate Programmes and 27 credits for postgraduate Programmes subject to recommendation by Department and approval by Faculty/ Centre/ Cluster Board. This elective will carry 3 credits and may be completed in a maximum of 2 semesters. Grade S, U or X will be awarded for Independent Study.</td>
<td>Students who wish to follow specific module(s) or are advised to do so by a Department/Centre may audit same (i.e. such modules are not examinable for them). However, such modules do not carry any credit nor any grade but would appear in their transcript subject to satisfactory attendance.</td>
</tr>
</tbody>
</table>

Given resource constraints and critical mass consideration, the University does **not** bind itself to offer any specific elective in any Semester/Year.

3.4 Regulations of a Miscellaneous Nature

3.4.1 Module Registration

(i) Students (both full-time and part-time) will be given a period of four (4) weeks as from the start of the semester to register for modules online (including GEM(s)).

(ii) Students who have not registered within the 4 weeks’ period, **shall be debarred from examinations**.

(iii) Students will be responsible for ensuring that they register for the correct modules and that the details entered for the module registration are correct by the time of the deadline.

(iv) It is the responsibility of the Programme Coordinators to ensure that the students have registered correctly on their respective modules.
3.4.2 Module Change/Withdrawal

Application for change of module(s) or withdrawal from module(s) could only be considered within four (4) weeks from the start of the semester.

It is to be noted that under the credit system, students who have not withdrawn officially from module(s) within the deadline and who do not sit for the examination(s) in question will be deemed to have failed the module(s). As such, their CPA and GPA will be adversely affected.

3.4.3 Exemption from Module(s)

Application for exemption from module(s) for the whole Programme of Studies could only be considered within four (4) weeks from the start of the academic year/beginning of the Programme of Studies.

Application for exemption on a piece-meal basis would not be entertained.

Not more than 50% of a Programme of Studies could be exempted.

The student must have scored at least a grade ‘C’ in the relevant module.

The general principle governing exemption would be that the Exemption Committee of the relevant Department/ Centre should be satisfied that there are no significant differences in the two syllabi in terms of level and depth of coverage and assessment.

A module cannot normally be exempted when the time lapse between the date when the module was passed and the date when exemption is being claimed for that module exceeds 7 years.

Note that the grade and/or mark previously obtained for any exempted module(s) will not be considered in the computation of the Cumulative Point Average (CPA), Grade Point Average (GPA) or the Level/Year Point Average (LPA/YPA) to determine the student’s academic standing.

3.4.4 Transfer from one Programme to another within a Faculty/ inter-Faculty/ Faculty-Centre

Application for transfer from one Programme to another within a Faculty or inter-Faculty or Faculty-Centre could be considered within four (4) weeks from the first day of class of Semester 1 Year 1, provided that the student has either secured a seat on the Programme or satisfied the General Entry and Programme requirements and the list of qualified applicants has been exhausted, and subject to approval by the Dean/ Director.

3.4.5 Change of Programme of Studies (after one Academic Year)

Students wishing to apply for a change in Programme of Studies after 2 Semesters should do so not later than two (2) weeks upon issue of transcripts of results at the end of Semester 2, provided:

(i) the student has been examined during Semesters 1 and 2 and that his/her registration has not been terminated;
(ii) the student had originally applied for the Programme;
(iii) the student had been offered a seat on the Programme; and
(iv) that her/his admission would not be prejudicial to other students.

If modules that have been examined and taken by the student are common to both programmes and these modules amount to ≥ 18 credits, the grades/marks obtained by the student in these modules, irrespective of the grades/marks obtained, would be considered in the computation of GPA, CPA, LPA/YPA to determine the student’s academic standing.
If modules that have been examined and taken by the student are common to both programmes and these modules amount to < 18 credits, the grades/marks obtained by the student in these modules, irrespective of the grades/marks obtained, would not be considered in the computation of GPA, CPA, LPA/YPA to determine the student’s academic standing. However, the student, if s/he wishes, may be exempted in module(s) for which Grade C or above has been obtained.

3.4.6 Review of Examination Results

Application for review of examination results should be lodged in writing to the Dean of Faculty/ Centre Director within one (1) week from the date of issue of transcripts of examination results. A fee of Rs 750 is payable for each module to be reviewed, the whole amount to be refunded to the student if the latter’s grade is improved following the review of his/her examination script(s).

Students should first contact the Faculty/ Centre Registry before proceeding to the Budget Director’s Office to effect payment of the Review Fee. A copy of the receipt (covering the Review Fee) should be attached to the application letter for review of examination result upon its submission to the Dean’s/ Director’s Office.

3.5 Interruption of Studies

A student could be allowed to interrupt studies for a period of two (2) semesters, renewable for one more period of up to two (2) semesters, under emergency (unforeseeable) grounds, e.g. medical, or non-emergency (foreseeable) grounds, e.g. professional obligations or financial constraints, subject to approval by Faculty/ Centre/ Cluster Board and the T & L Committee. However, these semesters would be considered as semesters completed with regards to the maximum period allowed for the Programme of Studies. To be eligible for interruption of studies, students should have completed at least one (1) year of study.

Evidence in the form of certified/ valid documents supporting the grounds (emergency and non-emergency) for interruption of studies should be produced wherever applicable and obtainable.

The deadline for applying for an interruption of studies on non-emergency grounds is end of week 8 of any semester.

In case of interruption of studies in the final year, a student must submit a new dissertation or project.

3.6 Progress from Year to Year

(i) Pre-requisite (PR), Pre-requirement (PQ) and Minimum Requirement (MR) where applicable, should be strictly followed.

(ii) Termination of Registration

Registration would be terminated if

(a) the CPA of a student remains below 40 for two consecutive registered semesters, unless decided otherwise by Senate (applicable to students following Programmes of Studies abiding by semester regulations); or

(b) the CPA of a student remains below 40 at the end of an academic year and s/he has already repeated one year of study, unless decided otherwise by Senate (applicable to students following Programmes of Studies abiding by yearly regulations).

Refer also to Section 2.2.
(iii) ** Interruption of Studies 

Under special circumstances a student could be allowed to interrupt studies for a period of 2 semesters, renewable for one more period of up to two semesters (Refer to section 3.5 above).

(iv) ** Specific Rules 

These rules are applicable to certain Programmes of Studies/ Faculties/ Centres. Consult relevant Faculty/ Centre Handbooks for further information.

3.7 ** Facilities 

3.7.1 First Aid 

The First Aid Post of the University is open to all staff and students. It offers services including general nursing, first aid, nutrition and dietary advice and sexual health information. The opening hours are from 8.30 a.m. to 4.00 p.m.

<table>
<thead>
<tr>
<th>Time</th>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
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</thead>
<tbody>
<tr>
<td>AM</td>
<td>Community Health Nurse</td>
<td>Nutritionist</td>
<td></td>
<td></td>
<td>Community Health Nurse</td>
</tr>
<tr>
<td>9.00 – 12.00</td>
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<tr>
<td>PM</td>
<td>Community Physician</td>
<td>Gynaecologist Alternate weeks</td>
<td>Psychologist</td>
<td></td>
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<tr>
<td>1.00 – 3.00</td>
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</table>

Any emergency case encountered after 4.00 p.m. is referred to the Clinique Mauricienne.

3.7.2 Library (Refer to Chapter 15) 

The opening hours of the library are as follows:

- Weekdays  8.00 a.m. - 8.00 p.m.
- Saturdays  8.00 a.m. - 1.00 p.m.

(The opening hours may change on the decision of the Chief Librarian).

3.7.3 Sports and Games 

The Sports Unit provides a wide range of activities comprising indoor and outdoor games. Most of the activities are carried out in the University Campus (Students’ Centre, Maryse Justin multi-purpose stadium and University multi-purpose Gymnasium). A calendar of sports and games activities is drawn up each academic year and students willing to take part in such activities may contact the Sports Organiser at the Sports Unit.

A Sports Committee chaired by an academic staff oversees the sports and games activities.

A Sports & Activity Week organised by the Students’ Union is normally held in the 9th week of the second semester.
3.7.4 Student Counselling Unit

A team of counsellors comprising of clinical psychologists and social workers are available at the University to assist and support students on personal, educational, vocational or social matters.

3.7.5 Students’ Union (Refer to Chapter 19)

The Students’ Union was established in 1971 and is the official organisation of the students of the University. It is the centre of the students’ non-academic activities. In addition to acting as representative body in all matters of the students, the Students’ Union also promotes and provides for the welfare and the social, cultural and educational activities of the students.

A wide variety of clubs and societies, affiliated to the Students’ Union, have been set up to meet the educational, cultural, social and recreational affiliations of the University students. Interested students should contact the Students’ Union Office or consult the Students’ Union webpage.

3.7.6 Cafeteria

A fairly spacious cafeteria is situated in the University Campus, providing amongst others hot meals, vegetarian and non-vegetarian menus, tea/coffee and pastries.

3.7.7 Photocopy and Laser Printing

Photocopying facilities are available to students against payment at the Students’ Centre and library.

On the other hand, laser printing facilities are available to students against payment at the Centre for Information Technology and Systems (CITS).

3.7.8 Bookshop and Banks

An on-campus bookshop sells a range of university textbooks and stationery. Two banks are located on the campus providing a host of facilities including ATMs.

3.8 SWEP

The University of Mauritius Student Work Experience Programme (SWEP) was launched in 1999 in order to help University students acquire meaningful skills and experience from the world of work and thus enrich their academic training. SWEP is a 6-8 week training programme in an industry or organisation during the long vacation (End May to end July). It is designed to expose students to short work placements, real life tasks and activities, which are vital elements in today’s competitive business environment. In principle, it is meant for students following Programmes of Studies, which do not provide for industrial training/placement.

3.9 Industrial Placement/ Practical Training/ Practicums

All four-year Programmes of Studies at the Faculty of Engineering include an Industrial Placement whereby students are attached to the industry for a minimum period of 20 weeks. Practical Training or Placements are also included in other Programmes of Studies offered by other Faculties/ Centres (refer to Information on Programmes Handbook(s)).

3.10 TOSP

TOSP stands for Transferable Outreach Skills Programme and is meant to enhance students’ knowledge, skills and attitude for greater employability. TOSPs aim at producing broadly educated, self-motivated graduates, with an inclination for lifelong learning, being aware of their heritage, conscious of their civic obligation and ethically responsible for their professional career.
TOSP is generally a 10-12 hour module and is not examinable. It can be offered within or outside semesters. No credits are awarded for TOSP modules. However, a Certificate of Attendance is issued to the student on satisfactory completion of any TOSP.

Students are advised to consult Notice Boards accordingly for details of offer, venue, etc.

3.11 Mode of Delivery

A range of modalities (face-to-face lectures, mixed mode/blended distance/on-line education, seminars, workshops, study visits, practicals, use of ICT and other modern technology) is utilised to maintain and enhance the effective delivery of modules.

Most modules are delivered on a face-to-face basis. However, some modules are delivered by mixed mode (distance education or on-line education). These are indicated by letters D.E. and O.E. respectively in the “Information on Undergraduate and Postgraduate Programmes” Handbook(s).
CHAPTER 4
CODE OF DISCIPLINE

4.1 Preamble

(i) All registered students in the University are bound, as long as they remain in attendance, by the University Statutes, Rules and Regulations in force for the time being in so far as they concern students.

(ii) The Regulations are published in the “General Information to Students” Handbook and copies are available for consultation at the Admissions and Student Records Office, the University Library, the Faculties/ Centres and in the Students’ Union Office.

(iii) This code regulates disciplinary action arising out of breaches of the University’s General Regulations for students and the Regulations for the conduct of University Examinations and are made under Section 21 (c) of the University of Mauritius Act, 1971.

4.2 Disciplinary Powers

4.2.1 The Senate

By the provisions of Statutes 20(r), the Senate may “take such disciplinary action it thinks fit against any student who in the opinion of Senate or anybody or person authorised to act on its behalf in this respect, has contravened the Regulations or acted in a manner prejudicial to the furtherance of the objects of the University as laid down in the Act or to the maintenance of its efficiency or well-being as an academic community”. The powers which the Senate may exercise include the power to fine, to exclude from the University, to suspend from membership of the University and to expel permanently from membership of the University.

The Senate has under the provisions of the Statutes delegated to the Vice-Chancellor (or, in her/his absence, a Pro-Vice-Chancellor) the power to act in any situation which in her/his judgement constitutes an emergency and warrants immediate action. The Vice-Chancellor is empowered to suspend a student from membership of the University pending the determination of disciplinary proceedings by the Senate Discipline Committee which would be convened as soon as possible following such a suspension to consider the case according to this code.

4.2.2 The Vice-Chancellor

The Vice-Chancellor has disciplinary powers under Statute 6 (4) (c) which states:

“pending consideration by the Council or the Senate to suspend, on what s/he deems to be good cause, any member of the staff of the University or any student under such terms and until such time as s/he may determine”.

In the absence of the Vice-Chancellor, these powers may be exercised by a Pro-Vice-Chancellor.

4.2.3 Discipline Committee and Appeals Committee

The Senate has established a Discipline Committee to hear and determine cases arising out of alleged breaches of the University’s General Regulations for students and the Regulations for the conduct of University examinations.

The Senate has also established an Appeals Committee to hear and determine appeals against decisions of the Discipline Committee.
No member of one of the Committees is eligible during her/his period of office from membership of the other.

4.2.3.1 Membership of the Discipline Committee (Seven Members)

Two Deans of Faculty nominated by the Vice-Chancellor (One of them to be appointed Chairperson).
Three members not being students appointed by Senate.
Two students’ representatives appointed by Senate on the recommendation of the Students’ Union.

The membership of the Committee is valid for two years as from the date of appointment.

When a complaint has been lodged with the Discipline Committee against a student, the complainant shall not sit as a member of the Discipline Committee during the hearing of the case.

4.2.3.2 Membership of the Appeals Committee (Five Members)

A Pro-Vice-Chancellor - Chairperson (to be nominated by the Vice-Chancellor).
Three Senate members not being students appointed by Senate.
The Students’ Representative on Senate.

The membership of the Committee is valid for two years as from the date of appointment.

If the Pro-Vice-Chancellor has acted for the Vice-Chancellor in accordance with paragraph 4.2.1 above, s/he shall not sit on the Appeals Committee if it is convened to hear an appeal arising from her/his action but the Senate shall appoint another person to be Chairperson of the Appeals Committee for the case in question.

4.2.3.3 Discipline Committee

(i) The Secretary of the Discipline Committee shall be the Registrar or her/his representative.

Proceeding

(ii) The Committee shall consider cases referred to it by a Dean of Faculty/ Centre Director (or representative) or by the Chief Librarian (or representative) or by the Registrar in the case of examination irregularities.

(iii) The Secretary of the Discipline Committee on receipt of a complaint shall convene a meeting of the Committee.

(iv) The Secretary shall send to the student required to appear before the Committee a written summons setting out the alleged offence complained of. This summons shall be delivered at the address specified in his/her registration form to the student through her/his Faculty/ Centre office at least seventy-two hours (Saturdays and Sundays excepted) before the meeting of the Committee. Provided the student has been properly summoned, if s/he fails to attend the hearing, the Committee may proceed in her/his absence.

(v) The student against whom the complaint is made may bring to the Committee a person to represent him/her and shall inform the Secretary of her/his intention to do so at least twenty-four hours before the date appointed for the meeting.

(vi) When the Committee meets to consider the case it may have before it statements in writing from:

(a) the complainant;
(b) the student against whom the complaint is made;
(c) any witness the complainant or the student wishes to present.

These statements shall be submitted to the Secretary of the Committee not less than twenty-four hours before the date appointed for the meeting.

(vii) The Committee may require the complainant, the student against whom the complaint is made and the witnesses for both parties to give evidence before it. The Committee may also require the presentation of such further evidence as it deems appropriate. Either party may request an adjournment of not more than seven days. The Committee shall allow such cross-examination by either the complainant or the student against whom the complaint is made as it deems relevant.

(viii) The student’s tutor may be present if s/he wishes at the hearing and may make such representation on behalf of the student as s/he may consider appropriate.

(ix) Having concluded the hearing, the Committee shall determine whether the student is guilty or not and shall note any extenuating circumstances. In the light of the Discipline Committee Report, Senate shall decide either to exonerate the student or to impose such penalty as it considers appropriate which may include a fine, exclusion from the University for such periods and on such terms and conditions as Senate may determine, suspension from membership of the University, and permanent expulsion from membership of the University, provided that no penalty requires or implies a concession or exemption under the regulations governing the award of degrees. The Registrar shall inform the student in writing of Senate’s decision.

**Appeal on a Decision of the Discipline Committee**

(x) A student aggrieved by a decision of the Discipline Committee may appeal as of right to the Appeals Committee. Notice of appeals shall be lodged with the Secretary of the Appeals Committee within seventy-two hours (Saturdays and Sundays excepted) of the Registrar’s serving notice of the decision. The Secretary of the Appeals Committee shall then convene a meeting of that Committee provided that an appeal on the decision of the Discipline Committee for examination irregularities shall be made to Senate in accordance with general Examination Regulations.

The Secretary of the Appeals Committee shall be the Registrar or her/his representative.

**4.2.3.4 Appeals Committee**

(i) The appellant may bring to the Committee a person to represent her/him and shall inform the Secretary of her/his intention to do so at least twenty-four hours before the date appointed for the meeting.

(ii) When the Committee meets to consider the appeal, it shall have before it all documents which were before the Discipline Committee at the original hearing. It shall also have the power to hear any witness(es) who gave evidence at the original hearing. It may also require the presentation of such further evidence as it deems appropriate. The Committee shall then proceed by way of a rehearing. It shall allow such cross-examination by either party as it deems relevant.

(iii) The Committee may set aside or confirm the decision of the Discipline Committee or substitute such other decision or penalty as it considers appropriate, provided that no decision or penalty requires or implies a concession or exemption under the regulations governing the award of degrees.
(iv) The Committee shall inform the appellant in writing of its decision which shall not then be subject of further discussion or appeal.

4.2.3.5 Payment of Fines

(i) A fine imposed by the Discipline Committee must be paid to the Budget Director by the date prescribed by the Committee for the payment of such fine.

(ii) If a student fails to pay a fine imposed by the Discipline Committee by the date prescribed, the matter will be referred to the Appeals Committee which may take action as it deems fit.
CHAPTER 5
REGULATIONS FOR THE CONDUCT OF UNIVERSITY EXAMINATIONS
(Under Review)

5.1 The Examining Body
(i) University examinations shall be conducted under the control of Senate.
(ii) Examiners and assessors shall be appointed by Senate in the manner it shall prescribe.
(iii) Dates, places and times for examinations as specified in the examination time-tables shall be published under the authority of Senate.

5.2 The Chief Examination Officer
(i) The Registrar shall be the Chief Examination Officer for all entrance scholarship, semester, yearly and final examinations of the University and shall be responsible for the organisation of the examinations and the release of results once they have been approved by Senate.
(ii) The Registrar shall ensure that provisional and final examination time-tables are posted on the Notice Boards of the Faculties/Centres.
(iii) Representations from students regarding matters connected with examinations should be made to the Registrar.

5.3 Admission to Examinations
(i) Subject to any exceptions approved by Senate, no student shall be admitted to an examination unless s/he is a registered student of the University and has submitted the module registration form. The module registration form will be certified by the Programme Co-ordinator.
(ii) A student who does not submit her/his Module Registration Form by a specified date, shall not be admitted to the examinations.
(iii) Senate shall have power to recognise attendance and examinations passed at other universities or institutions recognised for this purpose by Senate. Such recognition shall be given at the beginning of the academic year in which admission is secured provided Senate is satisfied that the programme of examinations passed is of sufficiently high standard and that content of the programme and the examinations passed are equivalent to those of a corresponding university programme or examination.
(iv) On the recommendation of the Faculty/ Centre/ Cluster Board, Senate may ask a student who fails to make satisfactory progress in any academic year to withdraw or repeat any part of the programme before the examinations. Illness or other extenuating circumstances shall receive special consideration.

5.4 Form of Examinations
(i) The Examiners may require a student to present herself/himself for “viva voce” questioning, in addition to the written, practical examinations or other forms of assessment as prescribed by the Scheme of Study and approved by Senate.
(ii) Percentages of marks for the written, practical, oral or other examinations shall be determined by Senate on the recommendation of the Faculty/ Centre/ Cluster Board concerned.

(iii) In considering whether a student has passed an examination, the examiners may also have regard to the report of the lecturers concerned on the classwork of the student.

(iv) **Open Book Examination** may be held subject to the following conditions:

(a) Students should have been informed by the examiner(s) via, for example, the module specification sheet;

(b) Formal guidelines be given by the examiner(s) to the invigilators and staff of the examination section;

(c) The examiner(s) or appointed representatives should be present in the examination room at least during the first thirty minutes of the examination.

(d) Provision for “Open Book Examination” should *a priori* appear in the programme structures when approved by Senate.

5.5 **The Conduct of Examination**

(i) The Chief Invigilator and Invigilators for each examination shall be appointed by the Dean of Faculty/ Director of Centre concerned and the Chief Invigilator shall be responsible for the conduct of an examination and the enforcement of examination regulations.

(ii) Students shall be responsible for noting correctly the times and places of their examinations. No special arrangements shall be made for the students who fail to attend examination at the proper time, if such failure is due to their mistake or inadvertance and not to illness or other serious and unavoidable cause.

(iii) Students shall produce their Student Identity card at any time if required to do so by a Chief Invigilator/Invigilator in the examinations. Failure to comply shall be an offence liable to disciplinary action.

(iv) Students shall be admitted to the examination room in sufficient time to enable them to take their seats and secure the examination papers before the beginning of the examination.

(v) Except in an emergency, a student may not leave the examination room until half an hour after the official starting time of the examination.

(vi) A student who arrives at an examination room half an hour after the examination has begun shall be admitted provided no other candidate for the same examination has left the room. If another student for the same examination has already left the room the late-comer shall not be admitted.

(vii) The Chief Invigilator shall immediately report the circumstances of any admission or refusal of admission of a late-comer to the Registrar through the Dean of Faculty/ Centre Director.

(viii) A student who is admitted to an examination after the official starting time thereof shall not be granted any additional time in which to complete the examination.

(ix) Requests from students, suffering from physical disability or otherwise, for additional time during examination could be considered by the relevant Faculty/ Centre Board or Cluster Board and Senate provided such requests are supported by valid medical certificates (See section 5.6(ii)).
(x) It shall be the responsibility of the Dean of Faculty/ Centre Director to ensure that a member of academic staff of her/his Faculty is instructed to be in attendance at the examination room before the beginning of the examination in order to check question papers for errors and to deal with queries. Such member of staff shall leave a telephone number at which s/he may be contacted subsequently should the need arise.

(xi) Failure on the part of the representative of the Faculty/ Centre to attend the examination shall constitute an offence to be reported by the Chief Invigilator to the Registrar through the Dean of Faculty/ Centre Director.

(xii) Personal effects such as handbags or briefcases should be deposited, entirely at student’s own risk, in the area(s) designated by the invigilator(s). Students are strongly advised not to bring unnecessary personal effects or other sundry items to the examination room.

All watch alarms or other apparatus, which could create noise, e.g. mobile phones, should be switched off from the time of entry to the examination room. All mobile phones should be placed on the desk, screen down, during the whole period of the examination. Any candidate found using a mobile phone during the examination would be liable to disciplinary action.

(xiii) No book or paper of any kind may be taken into the examination room unless it has been duly authorised by the examiners for use in the examination room. Unauthorised materials or information must not be introduced into the examination room by any means whatsoever.

(xiv) Answers to questions must be written legibly in ink.

(xv) No answer book or supplementary sheet shall be taken out of the examination room. A student in possession of any answer book or part of it, or a supplementary sheet (used or unused), shall be liable to disciplinary action.

(xvi) Smoking is prohibited in examination rooms. No food should be brought into the examination rooms.

(xvii) Students are forbidden to communicate with anyone except an invigilator during the examinations.

(xviii) If the use of calculators in an examination is authorised, such calculators shall be silent.

(xix) Examination timetables will be made available and should be collected by students against their signature and proof of identity at their respective Faculty/ Centre Registry at least two weeks before the start of examination. They will also be placed on the Faculty/ Centre Notice Boards, e-mailed to the students and posted on the University Website.

5.6 Absence From Examinations

(i) If a student is absent from examinations without compelling reasons, s/he shall be deemed to have failed her/his examinations.

(ii) Absence due to ill health should be immediately notified, in writing, to the Dean of Faculty/ Centre Director by the student concerned and supported by a medical certificate emanating from the Ministry of Health or Community Health Centres, Dispensaries or other Government-run Health Organisations as convenient to the student. The medical certificate should reach the Dean’s/ Director’s Office within 2 working days from the date of the examination.

Medical Certificates from Medical Doctors of the University will also be accepted.
(iii) Absences on grounds of ill-health from the class test(s) should be supported by a valid medical certificate.

(iv) A student who falls ill during an examination and does not submit her/his script is deemed to have failed the examination unless decided otherwise by the Faculty/ Centre/ Cluster Board.

(v) If a student who has completed the scheme of study (modular credit programme) has been prevented from taking the whole or some part of an examination and has presented evidence of ill health or other cause which has been approved by the Dean of Faculty/ Centre as constituting sufficient reason for being absent from the examination, Senate may, on the recommendation of Faculty/ Centre/ Cluster Board, permit the student to retake whole or part of examination with the next cohort of students. Modules not examined in the meantime would be awarded Grade I.

(vi) Students who request absence from classes, tests and examinations for reasons of childbirth, must apply beforehand, providing a medical certificate indicating the expected date of delivery. Should the date of delivery differ from the expected date, students, on resumption of classes, will be expected to provide a medical certificate stating the new date.

5.7 Examiners

(i) The examiners in any module shall be the Head of Department/Division/Section/Centre in which the module is taught and the persons (part-time and full-time) who taught the module.

(ii) External examiners shall be appointed by Senate in the manner it shall prescribe.

(iii) Examination papers shall be agreed upon with the external examiner(s) where appropriate.

(iv) In the event of serious divergence of opinion between the external examiner(s) and internal examiner(s), the recommendation of the external examiner(s) shall be final subject to approval by Senate.

(v) Every external examiner shall report to the Vice-Chancellor on the standard of the examinations and on any other matter which s/he considers relevant.

5.8 Board of Examiners

There shall be a Board of Examiners for each semester/ year of a Programme, as appropriate.

The Board of Examiners shall comprise:

(a) The Dean of Faculty (Chairperson)

(b) The Head(s) of Department/Centre(s)/Unit(s) concerned.

(c) The Programme Co-ordinator for the year concerned.

(d) The Internal Examiners for the semester/year and/or External Examiner(s) where appropriate.

For graduating students outside normal cohort, Board of Examiners should include normally all staff who have taught in the last two semesters.

5.9 Examinations

(i) In any academic year, there are only 2 examination periods namely:
(a) End of Semester 1 and  
(b) End of Semester 2.

No examinations will normally be held apart from these specific periods. Modules may be examined at the end of the year or end of semester 2 even if they were delivered in semester 1.

(ii) (a) A student who fails to satisfy the examiners in a core module will have to retake the module; in case of failure in electives, student may take the electives afresh, or take other electives.

(b) Information on factors that could adversely affect the performance of a student in the Semester, Yearly or Final Examination should be brought to the attention of the Dean of Faculty/ Centre Director in writing well before the results of the student are referred to the Board of Examiners.

(iii) The award of honours, distinction and merit shall be based on the candidate’s performance throughout her/his studies, and in such other test of assessment as the Senate may from time to time require.

5.10 Publication of Results

(i) Provisional examination results as approved by Faculty/ Centre/ Cluster Board shall be posted on the Notice Boards pending final approval by Senate.

(ii) Official semester/yearly examination results as confirmed by Senate shall be posted on the Notice Boards.

(iii) Official final examination results as confirmed by Senate shall be posted on the Notice Boards.

(iv) Official notification of the University final examination results as confirmed by Senate shall be sent to each student by the Registrar.

5.11 Examination Irregularities

(i) Where the Chief Invigilator notices or is made to notice any case of examination irregularity, s/he shall immediately report the facts, in writing, through the Dean of Faculty/ Centre Director to the Registrar who shall refer the matter to the Chairperson of the Discipline Committee of Senate.

(ii) The student in question shall be notified by the Registrar, in writing, of the charges against him/her.

(iii) Pending the decision of the Discipline Committee, the student will be allowed to write any remaining University examinations. The decision to assess or not to assess the student’s scripts shall be taken in the light of the findings of the Discipline Committee.

(iv) The student can appeal to Senate through the Registrar from any decision of the Discipline Committee provided the appeal is made within fourteen days of the date on which the student was notified of the decision against which s/he is appealing. The decision of Senate shall be final.

(v) Cases of examination irregularity being probed by the Discipline Committee shall be notified by the Registrar to the Chairperson of the Board of Examiners concerned so that
examiners shall not mark any answer scripts of the candidate(s) involved until notified by Senate.

(vi) A student may plead guilty if s/he has been alleged to have breached examination regulations. S/he need not attend the Discipline Committee on the date mentioned if s/he pleads guilty by letter. The form (available at the Faculty/Centre Registry) should reach the Registrar not less than three days before the date the hearing of the Discipline Committee is scheduled.

5.12 Penalties Imposed in case of Breach of Examination Regulations

The penalties outlined below apply to breach of examination regulations arising in written examinations, carried out under strict invigilation conditions, and are not applicable to continuous assessment.

PROGRAMMES ABIDING BY SEMESTER REGULATIONS

Non-Final Year Students

(i) Students found guilty of breach of examination regulations be allowed to proceed to the next Semester of their programme without any suspension and be given passmark in all modules attempted in the semester examinations – including module(s) carried forward – in which they have passed.

(ii) The students be deemed to have failed in the module(s) in which they have cheated and scored zero mark and should retake the same modules for passmark only.

(iii) In case the students had failed in any of the other modules in the semester, they should be re-examined in the same module(s) for passmark only.

(iv) In case the students have been awarded Grade I in any of the other modules in the semester after the alleged act of breach of examination regulations, they should be re-examined in the same module(s) for passmark only.

Final Year Students

(i) The same penalties as above will apply to Final Year students.

(ii) In addition, the Final Year students found guilty of cheating in either semester 1 or semester 2 would be assessed for passmark only in their Dissertation/Project.

Any student found guilty of a breach of Examination regulations should not be eligible for any prize or medal or scholarship.
### PROGRAMMES ABIDING BY YEARLY REGULATIONS

<table>
<thead>
<tr>
<th>Occurrence of Breach</th>
<th>Penalty</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Semester 1</strong></td>
<td><strong>Non-Final Year Students</strong></td>
</tr>
<tr>
<td>(i) Students found guilty of breach of examination regulations be allowed to proceed to Semester 2 of their programme without any suspension and be given passmark in all modules attempted in semester 1 examinations – including module(s) carried forward – in which they have passed.</td>
<td></td>
</tr>
<tr>
<td>(ii) The students be deemed to have failed in the module(s) in which they have cheated and scored zero mark and should retake the same modules for passmark only.</td>
<td></td>
</tr>
<tr>
<td>(iii) In case the students had failed in any of the other modules in semester 1, they should be re-examined in the same module(s) for passmark only.</td>
<td></td>
</tr>
<tr>
<td>(iv) In case the students have been awarded Grade I in any of the other modules in semester 1 after the alleged act of breach of examination regulations, they should be re-examined in the same module(s) for passmark only.</td>
<td></td>
</tr>
<tr>
<td><strong>Final Year Students</strong></td>
<td></td>
</tr>
<tr>
<td>(i) The same penalties as above will apply to Final Year students.</td>
<td></td>
</tr>
<tr>
<td>(ii) In addition, the Final Year students found guilty of cheating in semester 1 would be assessed for passmark only in their Dissertation/Project/equivalent modules.</td>
<td></td>
</tr>
<tr>
<td><strong>Semester 2</strong></td>
<td><strong>Non-Final Year Students</strong></td>
</tr>
<tr>
<td>(i) Students found guilty of breach of examination regulations be allowed to proceed to the next year/level of their programme without any suspension and that they be given passmark in all modules attempted in semester 2 examinations – including module(s) carried forward – in which they have passed.</td>
<td></td>
</tr>
<tr>
<td>(ii) The students be deemed to have failed in the module(s) in which they have cheated and scored zero mark and should retake the same modules for passmark only.</td>
<td></td>
</tr>
<tr>
<td>(iii) In case the students had failed in any of the other modules in semester 2, they should be re-examined in the same module(s) for passmark only.</td>
<td></td>
</tr>
<tr>
<td>(iv) In case the students have been awarded Grade I in any of the other modules in semester 2 after the alleged act of breach of examination regulations, they should be re-examined in the same module(s) for passmark only.</td>
<td></td>
</tr>
<tr>
<td><strong>Final Year Students</strong></td>
<td></td>
</tr>
<tr>
<td>(i) The same penalties as above will apply to Final Year students.</td>
<td></td>
</tr>
<tr>
<td>(ii) In addition, the Final Year students found guilty of cheating in semester 2 would be assessed for passmark only in their Dissertation/Project/equivalent modules.</td>
<td></td>
</tr>
</tbody>
</table>
Any student found guilty of a breach of Examination regulations should not be eligible for any prize or medal or scholarship.

5.13 **Cheating in any Form of Continuous Assessment (e.g. Test/Practical/Assignment)**

(i) **Cases of alleged plagiarism and fabrication or falsification of result(s)**

Cases of alleged plagiarism and fabrication or falsification of result(s) in assignment/practical will be dealt with as per the regulation on ‘Plagiarism and Fabrication or Falsification of result(s)/documents’ as detailed in Chapter 8.

(ii) **Cheating in a Class/Practical Test**

(a) A student found cheating in a class/practical test is invited to provide an explanation to the assessor/lecturer.

(b) If the student admits the offence, a mark of zero for the entire test is awarded to him/her. A note of the offence should be sent to the Examinations Office/ Administrative Assistant through the Dean/ Director, Head of Department and Programme Coordinator, and signed by both the student and assessor/lecturer.

(c) If the student denies the offence, the matter is referred to the Dean of Faculty/ Director of Centre.

(d) A Committee comprising the Dean of Faculty/ Director of Centre, the assessor/lecturer involved, Programme Coordinator and the Head of Department is set up and the student is called for explanation before the Committee.

(e) If the student admits the offence, a mark of zero for the entire test is awarded to him/her. A note of the offence should be sent to the Examinations Office/ Administrative Assistant through the Dean/ Director, Head of Department and Programme Coordinator, and signed by both the student and assessor/lecturer.

(f) If again the student denies the act, the Committee will consider the case and decide whether or not the student is guilty. If the student is found guilty, a mark of zero for the entire test is awarded to him/her.

(g) The decision of the Committee will be final and the student will have no right to appeal.
CHAPTER 6

THE CREDIT SYSTEM

Almost all Programmes of Studies at the University are structured on the credit system. A credit is a unit of measure, and programmes are based on the following guidelines.

6.1 Credit Equivalence

(i) 15 hrs of lectures and/or tutorials/seminars: 1 credit
(ii) 30-45 hrs of laboratory/field work: 1 credit
(iii) Undergraduate Certificate project: up to 3 credits
(iv) Undergraduate Diploma project: 3-6 credits
(v) Undergraduate 3-3½ final year project: 6-10 credits
(vi) Undergraduate 4 year final year project and Master’s project: 6-12 credits

Normally a three-credit module is equivalent to 45 contact hours.

6.2 Number of Credits and Contact Hours for University of Mauritius Awards

<table>
<thead>
<tr>
<th>Type of Programme</th>
<th>Number of credits</th>
<th>Number of contact hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>3-3½ year Undergraduate Degree Award</td>
<td>100-120</td>
<td>1500-1800</td>
</tr>
<tr>
<td>4 year Undergraduate Degree Award</td>
<td>120-130</td>
<td>1800-1950</td>
</tr>
<tr>
<td>Undergraduate Diploma</td>
<td>60-70</td>
<td>900-1050</td>
</tr>
<tr>
<td>Undergraduate Certificate</td>
<td>30-40</td>
<td>450-600</td>
</tr>
<tr>
<td>Postgraduate Certificate</td>
<td>12-18</td>
<td>180-270</td>
</tr>
<tr>
<td>Postgraduate Diploma</td>
<td>24-30</td>
<td>360-450</td>
</tr>
<tr>
<td>Master’s Award</td>
<td>36-42</td>
<td>540-630</td>
</tr>
</tbody>
</table>

“Contact hours” is defined as the amount of direct contact time between the student and the lecturers. Note that the number of credits and contact hours for some Programmes may differ from those indicated due to the nature of the Programmes (e.g. MBA) and/or exigencies of professional/ accrediting bodies.

6.3 Credits per Semester/Year

Programmes of Studies abiding by semester regulations:

Maximum credits per semester (including Retake Modules) - 24
Minimum credits per semester - 3 credits
(or as prescribed by the Faculty/ Centre concerned)

Programmes of Studies abiding by yearly regulations:

Maximum credits per year (including Retake Modules) - 48
Minimum credits per year - 6
(or as prescribed by the Faculty/ Centre concerned)
6.4 Duration of Programmes of Studies

In general the duration of a Programme of Studies is as follows:

<table>
<thead>
<tr>
<th>Programme of Studies</th>
<th>Normal</th>
<th>Maximum</th>
</tr>
</thead>
<tbody>
<tr>
<td>Certificate</td>
<td>1 year</td>
<td>2 years</td>
</tr>
<tr>
<td>Diploma</td>
<td>2 years</td>
<td>3 years</td>
</tr>
<tr>
<td>3 year Degree</td>
<td>3 years</td>
<td>5 years</td>
</tr>
<tr>
<td>3½ year Degree</td>
<td>3½ years</td>
<td>5½ years</td>
</tr>
<tr>
<td>4 year Degree</td>
<td>4 years</td>
<td>7 years</td>
</tr>
<tr>
<td>Master's (P/T)</td>
<td>2 years</td>
<td>4 years</td>
</tr>
<tr>
<td>Flexible</td>
<td></td>
<td>7 years</td>
</tr>
</tbody>
</table>

6.5 Assessment

Students are required to register for modules, which they intend to follow in a given semester/ year (Refer to Section 3.4.1).

Each yearly module will be assessed over 100 marks whereas each semester module may either be assessed singly over 100 marks or it may be combined with another semester module and assessed jointly over 100 marks with details as follows (unless otherwise specified):

Assessment will be based on a written examination of 2 to 3-hour duration (normally a paper of 2 hour duration for modules carrying less or equal to three credits, 2½ hour paper for modules carrying 3.5–4.5 credits and 3 hour paper for modules carrying five-six credits) and on continuous assessment done during the semester or year.

Written examinations for modules, whether taught in semester 1 or in semester 2 or both will be carried out either at the end of the semester or academic year depending on the modules and/or Programme of Studies.

The continuous assessment will count for 10-40% of the overall percentage mark of the module(s), except for a Programme of Studies where the structure makes for other specific provision(s). Continuous assessment may be based on laboratory work, seminars and/or assignments and should include at least one class test.

There will be a compulsory class test at the end of semester 1 for all modules taught in semester 1 and which are examined at the end of semester 2 of the given academic year, unless otherwise stated in the Programme Structure.

A minimum of at least 30% should be attained in each of continuous assessment and written examination with an overall total of 40% for a candidate to pass a module (unless otherwise specified). For modules being assessed jointly, a minimum of at least 30% should be attained in each of the continuous assessment and written examination, with an overall total of 40% for a candidate to pass the two modules (unless otherwise specified). Note that the overall mark for the two modules will be considered and not the individual marks for each of the two modules.

Some module codes have an ‘R’ at the end [e.g. FREN 2006Y(3)R]. These denote modules, which contain a strong research component and/or a course in research methodology. Such type of modules will be assessed by one Research assignment and continuous assessment carrying up to 60% of total marks and a written examination. Students must obtain a minimum of 50% in the Research Assignment. The Research Assignment will also be marked by a second examiner. For a student to pass, an overall total of 50% (examination, continuous assessment and Research assignment) must be obtained in that module.
Special examinations (e.g. class test) will be arranged at the end of semester 1 or semester 2 for exchange students who have registered only for one semester. In case of yearly modules, credits will be assigned on a pro-rata basis.

Students are required to submit work for continuous assessment by due dates. Failure to do so will normally incur penalties.

6.6 Grade Point Average (GPA), Cumulative Point Average (CPA) and Level/Year Point Average Formulae

Under the GPA, the following letter grades and their grade point equivalent are used:

<table>
<thead>
<tr>
<th>Letter Grade</th>
<th>Grade Point</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>A+</td>
<td>4.00</td>
<td>90 ≤ x ≤ 100</td>
</tr>
<tr>
<td>A</td>
<td></td>
<td>80 ≤ x &lt; 90</td>
</tr>
<tr>
<td>A'</td>
<td></td>
<td>70 ≤ x &lt; 80</td>
</tr>
<tr>
<td>B+</td>
<td>3.00</td>
<td>65 ≤ x &lt; 70</td>
</tr>
<tr>
<td>B</td>
<td></td>
<td>60 ≤ x &lt; 65</td>
</tr>
<tr>
<td>B'</td>
<td></td>
<td>55 ≤ x &lt; 60</td>
</tr>
<tr>
<td>C</td>
<td>2.00</td>
<td>50 ≤ x &lt; 55</td>
</tr>
<tr>
<td>C'</td>
<td></td>
<td>45 ≤ x &lt; 50</td>
</tr>
<tr>
<td>D</td>
<td>1.00</td>
<td>40 ≤ x &lt; 45</td>
</tr>
<tr>
<td>E</td>
<td>0</td>
<td>30 ≤ x &lt; 40</td>
</tr>
<tr>
<td>F</td>
<td>0</td>
<td>x &lt; 30</td>
</tr>
</tbody>
</table>

Academic standing of students is determined on the basis of a Grade Point Average (GPA), the Cumulative Point Average (CPA) and the Level/Year Point Average (LPA/YPA) computed as follows:

\[
GPA = \frac{\sum (MW \text{ Attempted} \times \text{Grade point})}{\sum MW \text{ Attempted}}
\]

\[
CPA = \frac{\sum (MW \text{ Attempted} \times \%\text{Marks})}{\sum MW \text{ Attempted}}
\]

\[
LPA/YPA = \frac{\sum_{\text{Year}} (MW \text{ Attempted} \times \%\text{Marks})}{\sum_{\text{Year}} (MW \text{ Attempted})}
\]

where MW is the Module Weight = module credit units x Weighting (w)

The computation of the LPA/YPA abides by the rules given hereunder:

(i) it is calculated irrespective of whether the module is a core, elective or a General Education Module;
(ii) it takes into account marks obtained in all modules taken in a particular year, including retake modules;
(iii) it does not take into consideration modules having grades I, X, EX, S and U; and
(iv) for Programmes of Studies where there is no provision for module weighting, the weighting is taken as ‘1’ for all the modules.

6.6.1 Definition of Letter Grades and Symbol
Grades A’ to D  Passes and Earns credits and grade points.

Grades E and F  Fails and Earns no credits, no grade points.

Grade G  Fails either continuous assessment or examination (but not both). Earns no credits, no grade points. Will be considered in GPA/CPA computation.

Grade I  Indicates incomplete module(s) and would be provisionally awarded for cases where re-examination is allowed on medical grounds and other special circumstances subject to approval by Faculty/ Centre/ Cluster Board and Senate upon recommendation by the Board of Examiners.

Symbol R  On the transcript (administrative version), the symbol R will appear next to the grade obtained, in cases where a module has been passed after retake(s) of the module. It carries no credit value or points.

Grade SSatisfactory completion (i.e. ≥ minimum passmark or successful attendance). Earns credits (if specified in the Programme Structure), but not considered in GPA/CPA computation.

Grade U  Unsatisfactory completion (e.g. less than minimum passmark). Earns no credit and not considered in GPA and CPA computation.

Grade X  Awarded for incomplete project/ independent study and will be converted to a regular grade on the completion of the project/ independent study.

6.6.2 Restrictions

(i) A student will be allowed to follow module y of which module x is a pre-requisite (PR) provided Grade E or G or above has been achieved in module x unless decided otherwise by the Faculty/ Centre/ Cluster Board and Senate.

(ii) A student will be allowed to follow module y of which module x is a pre-requisite (PQ) provided s/he has followed module x and sat for the examinations in module x unless decided otherwise by the Faculty/ Centre/ Cluster Board and Senate.

(iii) In cases where a student has not been able to sit for examination of module x on valid medical grounds or extenuating circumstances and where Grade I has been awarded for the module x,

   (a) the student would be allowed to follow module y of which module x is a Pre-requisite (PQ) subject to satisfactory attendance in the module as certified by the lecturer(s)/ module coordinator;

   (b) the student would be allowed to follow module y of which module x is a Pre-requisite (PR) provided s/he has scored ≥ 40% in the continuous assessment of module x and subject to satisfactory attendance in the module as certified by the lecturer(s)/ module coordinator and the approval of the Board of Examiners and Faculty/ Centre/ Cluster Board.

(iv) A student is required to retake all core modules and compulsory elective(s) in which s/he has obtained an E or F or G grade unless otherwise specified by Faculty/ Centre/ Cluster Board.

(v) In the case of failure in an elective module or General Education Module, a student can either retake the same module or register for a different module.
(vi) A student will not be allowed to retake a module in which s/he has already achieved a D grade or above.

6.7 Classification of Awards

The award classification will be based on the CPA ($x$) at the end of the Programme of Studies as follows, unless otherwise stated:

6.7.1 Taught Postgraduate Programmes (Master’s Degree, Postgraduate Diploma and Certificate)

<table>
<thead>
<tr>
<th>Classification</th>
<th>CPA</th>
</tr>
</thead>
<tbody>
<tr>
<td>DISTINCTION:</td>
<td>$x \geq 70$</td>
</tr>
<tr>
<td>PASS:</td>
<td>$40 \leq x &lt; 70$</td>
</tr>
</tbody>
</table>

6.7.2 Undergraduate Degree Programmes

<table>
<thead>
<tr>
<th>CPA</th>
<th>CLASSIFICATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>$x \geq 70$</td>
<td>1st Class</td>
</tr>
<tr>
<td>$60 \leq x &lt; 70$</td>
<td>2nd Class 1st Division with Honours</td>
</tr>
<tr>
<td>$50 \leq x &lt; 60$</td>
<td>2nd Class 2nd Division</td>
</tr>
<tr>
<td>$45 \leq x &lt; 50$</td>
<td>3rd Class</td>
</tr>
<tr>
<td>$40 \leq x &lt; 45$</td>
<td>Pass</td>
</tr>
<tr>
<td>$&lt; 40$</td>
<td>No Award</td>
</tr>
</tbody>
</table>

6.7.3 Diploma

Diploma with **DISTINCTION**: CPA $x \geq 70$
Diploma at **PASS** level: CPA $40 \leq x < 70$

6.7.4 Certificate

Certificate with **MERIT**: CPA $x \geq 70$
Certificate at **PASS** level: CPA $40 \leq x < 70$

6.7.5 Aegrotat Degree

A student who has obtained at least 75% of the credits required for a degree but who has been compelled through illness or other valid reason acceptable by Senate to be absent from final year examinations may apply for an aegrotat degree under the following regulations:

(i) the student must have followed her/his Programme of Studies for the degree and must have paid all fees due (if any);

(ii) the student must have completed her/his project/dissertation;

(iii) an application for consideration must be made to the Registrar by the student as soon as possible and not later than one week from the last day of the examination and must be accompanied by a medical certificate or other statement of the grounds on which the application is made;

(iv) an aegrotat degree will not be awarded to the student unless the past records of the student on her/his performance convince the Board of Examiners that the student would have reached a standard which would have qualified her/him for the award of a degree has s/he been able to take the examinations under normal circumstances;
(v) an aegrotat degree will be awarded without distinction or class and the words “Aegrotat” will appear on the certificate;

(vi) holders of an aegrotat degree will not be eligible to re-enter for the examinations for the classified degree of the same degree programme but they may proceed to a second or higher degree complying with regulations of such degree.

6.7.6 Exit Points

A student whose registration is on the point of being terminated, as a result of having her/his CPA < 40 at the end of an academic year and who has already repeated one year of study (for Programmes of Studies abiding by yearly regulations) or having her/his CPA < 40 for two consecutive registered semesters (for Programmes of Studies abiding by semester regulations) or exceeded the maximum number of semesters/years allowed for the Programme of Studies, but who has accumulated a certain number of credits, may be provided with the following exit points (unless already provided for in their Programme Structures) subject to approval by the Board of Examiners, Faculty/ Centre/ Cluster Board and Senate:

(i) student having acquired at least 30 credits may be awarded a Certificate, provided that

(a) the student has passed at least 25% of the core credits prescribed in his/her Programme of Studies, and
(b) out of the 25% core credits, as and where applicable, at least 75% should be drawn from departmental core modules.

(ii) student having accumulated at least 60 credits may be awarded a Diploma, provided that

(a) the student has passed at least 50% of the core credits prescribed in his/her Programme of Studies, and
(b) out of the 50% core credits, as and where applicable, at least 75% should be drawn from departmental core modules.

Note: Core implies the sum total of core modules prescribed in a given Programme of Studies, irrespective of the fact that the Programme is in the form of ‘x’, ‘x with y’ or ‘x and y’.

6.8 Submission of Dissertations

All dissertations in the final version should be submitted to the Faculty/ Centre Office by due dates. Late submission will entail a weekly penalty of 5% (up to a maximum period of 3 weeks) on the dissertation marks obtained unless decided otherwise by the Faculty/ Centre. After this period of 3 weeks, the dissertation will be deemed to be unreceivable.

6.9 Retake Modules and Re-Submission of Dissertation

Under the credit system there is no provision for re-sit examinations. Students should retake failed modules if these are core, i.e. they take the modules afresh. Any modules if retaken, would be examined with the next cohort of students or as and when next offered. However, ‘special’ retake examinations of final year modules may be organised under certain conditions (c.f. section 6.10).

A student who retakes a module (core or elective or General Education Module) must normally submit new assignment(s), take part in the class test(s) and re-write the examination.

The University will not make individual arrangement to suit individual cases. The onus is upon the students to accommodate conditions for a retake module in her/his time-table.
However under circumstances where Grade I has been awarded, the student may be exempted from submitting assignment(s) and taking part in class test(s) subject to approval by the Department and Faculty/ Centre/ Cluster Board.

As the GPA/CPA denominator refers to sum of module weights attempted, failing a module will lead to a fall in GPA/CPA.

A student who has failed her/his dissertation/project must submit a new one unless decided otherwise by the Board of Examiners, Faculty/ Centre/ Cluster Board and Senate. The maximum duration allowed for submission of a new project/dissertation and an amended project/dissertation is one year and one semester respectively.

6.10 Special Retake Examinations of Final Year Modules

To enable students to graduate earlier, special retake written examinations of final year modules* will be conducted during that examination period, which immediately follows publication of final year results (e.g. for May 2006 final year results, the final year students would be allowed to retake the failed modules in November/December 2006). However, the following conditions stated below must be abided to:

(i) there shall be no ‘regular’ written examination for the final year retake module(s), for any cohort of students, during that period where the ‘special’ retake examination will be held;

(ii) only students who do not have pre-final year modules to retake shall be eligible for the ‘special’ retake examination;

(iii) not more than 12 credits (of the total credits to be earned only in the final year) can be re-taken during the ‘special’ retake examination period; and

(iv) the retake module(s), if passed, shall allow the student to be granted the award, at that instant.

Regulations (i)-(iv) shall be applied collectively and in solido.

For these special retake examinations, the previous continuous assessment marks pertaining to the retaken module(s) will not be taken into consideration and the module(s) will be assessed entirely by written examination(s).

*Final year modules imply modules, which are assessed by way of written examination, and exclude final year project/ dissertation/ mini-project/ portfolio.

6.11 Re-Assessment

Re-assessment will be allowed only on medical grounds and other special circumstances subject to approval by Faculty/ Centre/ Cluster Board and Senate upon recommendation by the Board of Examiners. In such cases Grade I indicating incomplete would be provisionally awarded.

Students will not be allowed to follow module y of which module x is a pre-requisite if grade I has been provisionally awarded for module x and as long as the grade I has not been changed to grade E or above unless otherwise decided by Faculty/ Centre/ Cluster Board and Senate.

However, in cases where a student has not been able to sit for examination of module x on valid medical grounds or extenuating circumstances and where Grade I has been awarded for the module x, the student would be allowed to follow module y of which module x is a pre-requisite (PR) provided s/he has scored ≥ 40% in the continuous assessment of module x and subject to satisfactory
attendance in the module as certified by the lecturer(s)/ module coordinator and the approval of the Board of Examiners and Faculty/ Centre/ Cluster Board.

6.12 Grade I

Grade I will cover the following situations:

(i) Students are enrolled for a module in a particular semester/year but credits will only be earned on successful completion of the module;

(ii) Students are absent for one or more modules but the absence is justified (e.g. absence due to ill-health and presentation of valid medical certificates within the prescribed time limit);

(iii) Results may be withheld in cases of examination irregularity, pending the decision of Discipline Committee;

(iv) Practical Training not yet completed;

(v) Industrial Training not yet completed;

(vi) Vacation Specialised Study (undertaken after exams); or

(vii) Other special circumstances (e.g. death of close relative).

6.13 Yearly/ Semester Regulations

Yearly regulations will apply to

(i) Programmes of Studies in which yearly modules (excluding dissertation/project) comprise ≥ 50% of core credits;

(ii) Programmes of Studies in which modules, taught in semester 1 and amounting to ≥ 50% of core credits of semester 1, are examined at the end of the academic year.

Semester regulations will be applicable to all other Programmes of Studies unless otherwise specified.

Note that the main differences between yearly and semester regulations concern termination of registration and repeat.

For Programmes of Studies abiding by yearly regulations, if CPA of a student < 40 at the end of an academic year, s/he will have to repeat the entire academic year, and retake the modules as and when offered. However, s/he will not be required, if s/he wishes, to retake module(s) for which Grade C or above has been obtained. S/he may be allowed, at his or her own risk, to take modules offered in other levels/years of his/her Programme of Studies provided:

(i) Priority is given to modules offered in the repeated year/level;
(ii) There is no clash in the timetable so that the student satisfies the regulations on attendance;
(iii) S/he does not exceed the maximum number of credits allowed per year;
(iv) S/he satisfies the prerequisite/prerequirement of the module, where applicable;
(v) S/he obtains prior approval of the Programme Coordinator and of the coordinator for the module(s) requested.

Students are allowed to repeat only once over the entire duration of the Programme of Studies.
6.14 Repeat/ Re-registration of Students on Programmes of Studies under Extenuating Circumstances

For Programmes of Studies abiding by semester regulations, there is no provision for a student to re-register on or repeat the same Programme of Studies except under extenuating circumstances e.g. health, psychological or family problems.

For a student to be considered for repeat/ re-registration on the same programme even though s/he has been terminated due to poor performance (CPA < 40 for two consecutive registered semesters),

(i) s/he should forward a written request to the Registrar and

(ii) s/he should produce, where applicable, a medical certificate from a Medical Doctor of the University (registered with the Medical Council of Mauritius), or from the Ministry of Health and Quality of Life or Community Health Centres, Dispensaries, or other Government-run Organisations or any other evidence to support her/his request.

As and when required and on a case to case basis, a Medical Committee may be set up by the University to look into such requests.

If the student’s request is acceded to, the student will be allowed to repeat a maximum of 1 year (2 semesters). Note that for Programmes of Studies abiding by yearly regulations, a student is allowed to repeat only once during the whole duration of the Programme of Studies.

(i) Where the student has to repeat or restart level/year 1 afresh, s/he will be admitted to the same Programme over and above the projected intake and the maximum period allowed for the particular Programme of Studies will decrease by one year.

‘Starting afresh’ means that the student will have to start the Programme of Studies as a first year student, notwithstanding the possibility of applying for exemptions.

(ii) Where the student has to repeat two semesters in the subsequent levels/years (2/3/4), the semesters that need to be repeated (i.e. where CPA < 40) will also count towards the maximum period allowed for the particular Programme of Studies.

The repeated semesters may be at the same level/year (e.g. Level/Year 2 Semester 1 and Level/Year 2 Semester 2) or different Levels (e.g. Level/Year 2 Semester 2 and Level/Year 3 Semester 1).

(a) For semesters to be repeated at the same level/year, the student will join the next cohort and will abide by the regulations pertaining to that cohort (either yearly or semester regulations).

(b) For semesters to be repeated at different levels/years,

- where the next cohort is still abiding by the semester regulations, then the student will have to repeat both semesters where CPA < 40;

- where the next cohort is now abiding by yearly regulations, the student will have to repeat the year corresponding to the level where he first obtained a CPA of < 40.

For Programmes of Studies abiding by the yearly regulation, the student repeating the entire academic year, will be exempted, if s/he wishes, for the module(s) for which Grade C or above has been obtained. This regulation will be applied in the case of students under extenuating circumstances as defined above, both for
semesters to be repeated at same level and for semesters to be repeated at different levels.
CHAPTER 7
REGULATIONS FOR THE PHYSICAL FORMAT AND LAYOUT OF DISSERTATIONS AND THESES

7.1 General

The term ‘document’ used in these regulations means a dissertation or thesis on a project or research presenting the author’s findings and any conclusions reached, submitted by the author in support of her/his candidature for a diploma, degree, professional qualification or other award.

7.2 Cover and Binding

The document shall be bound in book form in a fixed binding. The boards shall have sufficient rigidity to support the weight of the work when standing upon the shelf. The cover shall be black and full bound for postgraduate degrees and grey, quarter bound for undergraduate qualifications.

The spine of the volume shall bear in at least 24 pt (8mm) type the qualification and the candidate’s surname and initials and the year of presentation in gold lettering, starting 40mm from the base. This information shall be printed along the spine in such a way as to be readable when the volume is lying flat with the back cover uppermost. If the document consists of more than one volume the spine shall bear the number of each volume.

The front cover shall bear in at least 24 pt (8mm) type the full title of the work as approved by Senate or Faculty/ Centre/ Cluster Board as the case may be.

7.3 Paper and Typographical Detail

The document may be either computer printed or typewritten or typewritten-cyclostyled; where the thesis is typewritten it must be on one side of the paper only with 1½ or double spacing; one of the copies must be the typescript (top copy). Character shall not be less than 8 pt (2.75mm). Copies produced by xerographic processes are acceptable.

The size of the paper used shall be international A4 (300 x 210mm). Paper shall be of good quality and of sufficient capacity for normal reading.

Margins at the binding edge shall be not less than 40mm and other margins not less than 20mm.

7.4 Pagination

Pages shall be numbered consecutively through the document commencing with the title page, including appendices.

Page numbers shall be located centrally at the bottom of the page, approximately 10mm above the edge.

If there is more than one volume, each volume shall have its own pagination.

7.5 Preliminaries

The title page of the document shall give the following information in order listed:

- The full title of the works as approved by Senate or Faculty/ Centre/ Cluster Board as the case may be;
- The full name of the author;
The qualification for which the document is submitted;

• The name of the institution to which the document is submitted;

• The department or organisation in which the project or research was conducted; and

• The month and year of submission.

The table of contents shall follow the title page. It shall list in sequence with page numbers all subdivisions of the thesis.

The lists of tables and illustrations, if any, shall follow the table of contents.

Any acknowledgement shall be on the page following the lists of tables and illustrations.

When submitting a document, the author shall indicate in a declaration any material in the document which s/he has used before in support of an application for another degree or qualification. If the document is based on joint research, the nature and extent of the author’s own contribution shall be indicated. The declaration shall follow the acknowledgements.

An abstract of the document shall follow this declaration.

Where symbols and/or abbreviations are used, a key shall be provided which shall follow the abstract.

7.6 Text

The text of the document shall be preceded by an introduction, which shall follow the abstract.

The document shall be divided as appropriate into chapters, sections and subsections.

References cited in the text may be given in one of the following two methods:

(i) References in the text could be identified by numbers typed as superscripts, or, if on the line, in brackets immediately following the citation in the text.

(ii) References in the text may be identified by the author(s) name(s) or by Anon. (Anonymous) if unknown, followed by the year of publication of the reference being cited.

The list of references shall be arranged depending on the manner in which they were identified in the text. The list of references should be arranged in the order in which the references were cited in the document. If they were identified according to (ii), based on the Harvard System, the name of author(s) should be listed in alphabetical order.

If a bibliography is supplied, it should be arranged in a logical manner, for example, alphabetically by authors, in broad subject classes or chronologically. The bibliography shall normally follow the list of references.

An index (if provided) shall follow the bibliography (if any).

Appendices shall follow the main text.
7.7 Illustrations

Whenever practicable, diagrams, maps, illustrations, computer printouts, published papers and tables shall have a binding margin of at least 40mm. Computer printouts should be burst before binding.

Photographic prints shall be on single weight paper or permanently mounted on appropriate paper for binding and shall be securely fixed in the document.

Other materials such as sound and video-tapes, slides and drawings which cannot conveniently be bound in the thesis shall be packaged in a rigid container similar in format to the bound document.

Illustrations shall be numbered consecutively in Arabic numbers. The numbers and captions shall be at the bottom of the illustrations. (The top of an illustration which is bound sideways shall be to the left of the page).

Tables shall be numbered consecutively throughout the thesis in Arabic numbers; the numbers and captions shall be at the top of the tables.
CHAPTER 8

PLAGIARISM AND FABRICATION OR FALSIFICATION OF RESULT(S)/ DOCUMENT(S)

8.1 Introduction

Plagiarism and fabrication or falsification of result(s)/ document(s) constitute examples of examination irregularities and are considered as serious offences in the academic world.

8.2 Plagiarism

Plagiarism involves using the work of another person and presenting it as one’s own, whether published or unpublished. Any of the following acts constitutes plagiarism:

(i) submitting the work of another or part of it as one’s own, whether published or unpublished;
(ii) directly reproducing from a source without proper citation;
(iii) paraphrasing or summarising another’s work without acknowledging the source;
(iv) using facts, figures, graphs, charts or information without acknowledging the source;
(v) downloading part(s) of any document, graphics, artwork or other material from the internet and presenting it as one’s own without acknowledgement;
(vi) any infringement of the Copyright Act.

8.3 Fabrication or Falsification of Result(s)/ Document(s)

Any of the following acts constitutes fabrication or falsification of result(s)/ document(s):

(i) altering, distorting, inventing, or counterfeiting information;
(ii) counterfeiting a record of internship or practicum experience;
(iii) falsely citing a source of information;
(iv) altering grade reports or other academic records;
(v) submitting a fraudulent document for missing a class test or other academic assignment.

8.4 Procedures for Handling Plagiarism and Fabrication or Falsification of Result(s)/ Document(s)

8.4.1 Where a candidate is suspected of plagiarism as defined in section 8.2 or fabrication or falsification of result(s)/ document(s) as defined in section 8.3, the offence is firstly classified under one of the following three categories:

(i) a first offence in an assignment (including practicals) where the act of plagiarism and/or fabrication or falsification comprises < 25% of the work;
(ii) a second (or subsequent) offence in an assignment (including practicals) OR an offence in an assignment (including practicals) where the act of plagiarism and/or fabrication or falsification comprises ≥ 25% of the work;
(iii) an offence in a project/ dissertation/ mini-project.
8.4.2 For a first offence in an assignment (including practicals) where the act of plagiarism and/or fabrication or falsification comprises < 25% of the work, the matter is considered at the level of the respective Faculty/ Centre/ Partner Institution.

8.4.2.1 The student is invited to give an explanation to the assessor/ lecturer.

8.4.2.2 If the student admits the offence, the assessor/ lecturer may:

(i) give a verbal warning to the student;

(ii) reduce the mark of the student in the assignment;

(iii) set the mark of the assignment to zero; or

(iv) give a verbal warning and a new assignment to the student.

A note of the offence should be sent to the Examinations Office/ Administrative Assistant through the Dean/ Director, Head of Department and Programme Coordinator, and signed by both the student and assessor/ lecturer.

8.4.2.3 If the student denies the act and the assessor/ lecturer is convinced with the explanation given, the case is closed.

8.4.2.4 However, if the student denies the act and the assessor/ lecturer is not convinced of the explanation, the matter is referred to the Head of Department.

8.4.2.5 The Head of Department calls a meeting, for explanation, with the student, the assessor/ lecturer involved, Programme Coordinator and an academic outside the Department within the same Faculty/ Centre.

8.4.2.6 If the student admits the offence during the meeting, one of the penalties as listed in section 8.4.2.2 above is given to the student and a note of the offence is sent to the Examinations Office/ Administrative Assistant through the Dean/ Director, Head of Department and Programme Coordinator, and signed by both the student and the assessor/ lecturer.

8.4.2.7 If again the student denies the act and members at the meeting are still not convinced, the matter is referred to the Dean/ Director who submits the case to the Discipline Committee.

8.4.2.8 The Discipline Committee considers the case as per its regulations (refer to Section 4.2.3.3) and submits its views to the Senate who decides on the penalty to be applied (if any).

8.4.3 For a second (or subsequent) offence in an assignment (including practicals) OR an offence in an assignment (including practicals) where the act of plagiarism and/or fabrication or falsification comprises ≥ 25% of the work OR an offence in a project/ dissertation/ mini-project, the following procedure should be followed:

8.4.3.1 The matter is referred to the Dean/ Director through the Head of Department and the Programme Coordinator.

8.4.3.2 The Dean/ Director thereafter submits the case to the Discipline Committee, which considers the matter as per its regulations (refer to relevant section(s) on Discipline Committee in the “General Information to Students” Handbook) and submits its views to the Senate who decides on the penalty to be applied (if any).

8.4.3.3 Senate may impose one of the following penalties depending on the extent of the offence:
(i) award the student lower marks than those s/he would otherwise have scored in the assessed work in which the plagiarism and/or fabrication or falsification was committed;

(ii) award ‘zero’ mark to the student in the module in which the offence was committed;

(iii) (a) award the student minimum passmark in all modules (including retake modules) attempted in the semester or year (as appropriate) in which s/he has passed; and

(b) the student be deemed to have failed in the module in which the offence was committed and scored zero mark and should retake the same module for minimum passmark only; and

(c) in case the student had failed in any of the other modules in the semester or year (as appropriate), s/he should be re-examined in the same module(s) for minimum passmark only;

(iv) award the student a lower class of degree than the one which s/he would otherwise have been awarded;

(v) terminate the registration of the student.

8.5 Plagiarism and Fabrication or Falsification Form

Each registered student of the University of Mauritius has to sign a plagiarism and fabrication or falsification form within two weeks after the beginning of lectures. The words as written on the form are as follows:

“I have read the University of Mauritius Handbook (“General Information to Students 20…/20…”) and I have understood the section(s) on “Plagiarism and Fabrication or Falsification of Result(s)/Document(s)”. Notwithstanding the supervision provided to me by the University of Mauritius, I warrant that any alleged act(s) of plagiarism and/or fabrication or falsification of result(s)/document(s) during my stay as a registered student of the University of Mauritius is entirely my own responsibility and the University of Mauritius and/or its employees shall under no circumstances whatsoever be under any liability of any kind in respect of the aforesaid act(s) of plagiarism and/or fabrication or falsification of result(s)/document(s)”.

8.6 Avoiding Plagiarism (Note to Students)

Attention of students is drawn to the fact that ‘plagiarism’ is considered as a serious offence in the academic world and that it may cost the student a reduction in his/her class award or in some cases even expulsion from the University.

Coursework, dissertations, projects and essays submitted for assessment must be the student’s own work, unless in the case of group projects/assignments where a joint effort is expected and is indicated as such.

Therefore students should always:

(i) state clearly and in the appropriate form where they found the material on which they have based their work;

(ii) acknowledge the people whose concepts, experiments, or results they have extracted, developed or summarised even if these ideas have been put in their own words; and

(iii) avoid excessive copying of paragraphs by another author, even when the source is acknowledged.
PLAGIARISM AND FABRICATION OR FALSIFICATION FORM

I have read the University of Mauritius Handbook (“General Information to Students (20.../20...”) and I have understood the section(s) on “Plagiarism and Fabrication or Falsification of Result(s)/ Document(s)”. Notwithstanding the supervision provided to me by the University of Mauritius, I warrant that any alleged act(s) of plagiarism and/or fabrication or falsification of result(s)/ document(s) during my stay as a registered student of the University of Mauritius is entirely my own responsibility and the University of Mauritius and/or its employees shall under no circumstances whatsoever be under any liability of any kind in respect of the aforesaid act(s) of plagiarism and/or fabrication or falsification of result(s)/ document(s).

Name:…………………………………………………………………………………………
Programme of Studies:……………………………………………………………………
Year/Level:………………………………………………………………………………
Faculty/Centre:…………………………………………………………………………
Signature:………………………………………………………………………………
Date:……………………………………………………………………………………

To be returned duly signed to the Registrar’s Office within two weeks after beginning of the lectures.
CHAPTER 9

REGULATIONS GOVERNING MPhil AND PhD RESEARCH

These rules are contained in the document entitled “Rules and Regulations governing MPhil and PhD Research”, which is available at each Faculty/ Centre Registry, the Admissions and Student Records Office, the Library and also on the UoM website.
CHAPTER 10

REGULATIONS FOR TAUGHT POSTGRADUATE DEGREES

10.1 Admissions and Registration

(i) Students for taught Postgraduate Degree programmes shall be persons who have obtained the Degree of Bachelor in the University or persons who have obtained a first degree in other universities approved for the purpose by the Senate or persons holding other qualifications which are approved by the Senate on the recommendation of the Board of Faculty/ Centre/ Cluster and have satisfied the Senate as to their fitness to enter on the prescribed programme.

(ii) Applicants are expected to have at least a Second Class Honours Degree or attain a GPA of at least 2.5 or have reached an equivalent standard.

(iii) Registration for the Postgraduate Degree shall be effective not earlier than the beginning of the academic year in which the application is submitted.

(iv) Applications for admission on the prescribed form (obtainable from the Registrar or on-line) should be made to the Registrar, University of Mauritius, Réduit, Mauritius.

10.2 Duration of Programmes of Studies

The duration of Programmes of Studies will normally be the following (see specific programme requirements):

<table>
<thead>
<tr>
<th>Programme of Studies</th>
<th>Normal</th>
<th>Maximum</th>
</tr>
</thead>
<tbody>
<tr>
<td>Postgraduate Certificate:</td>
<td>1 Year (2 Semesters)</td>
<td>2 Years (4 Semesters)</td>
</tr>
<tr>
<td>Postgraduate Diploma:</td>
<td>2 Years (4 Semesters)</td>
<td>4 Years (8 Semesters)</td>
</tr>
<tr>
<td>Master’s Degree:</td>
<td>2 Years (4 Semesters)</td>
<td>4 Years (8 Semesters)</td>
</tr>
</tbody>
</table>

Each student will be required to re-register at the commencement of each academic year until the entry for the examination.

10.3 Examination

(i) The Postgraduate Degree may be conferred after completion of the approved Programme of Studies and on passing the prescribed examination. The Programme of Studies will be assessed by written examinations, continuous assessment and dissertation where applicable. The examiners may also examine the students orally or by a practical examination or by a combination of these. A student submitting a dissertation shall send to the Registrar three printed or typewritten copies of the dissertation in the prescribed form. The top two copies shall become the property of the University.

(ii) A student may, subject to the approval of the Dean of Faculty/ Director of Centre, include in her/his dissertation material for which a degree has been previously conferred on her/him by this or any other University, provided this material is clearly identified in the dissertation.

10.4 General

(i) Full-time or part-time members of the academic staff and other full-time members of the University staff may apply for registration as part-time students for the Postgraduate Degree in accordance with Regulations 10.1.
(ii) Students shall be required to abide by the Act, Statutes, Regulations of the University and the Programme Regulations of the appropriate Faculty/ Centre.

**Note:** This Chapter should be read in conjunction with the preceding Chapters.
CHAPTER 11

REGULATIONS FOR UNDERGRADUATE DEGREE WITH HONOURS

The regulations hereunder would apply to the Degree of:

I. Bachelor of Arts with Honours
II. Bachelor of Engineering with Honours
III. Bachelor of Laws with Honours
IV. Bachelor of Science with Honours

11.1 (i) Alterations to the Programmes of Studies/ Modules offered in any scheme of study may be made by Senate at any time on the recommendation of the Faculty/ Centre/ Cluster Board.

(ii) The Senate may, on the recommendations of the Faculty/ Centre/ Cluster Board concerned reserve the right not to offer a scheme of study for a particular semester/ academic year.

11.2 In order to qualify for the award of the University Degree, a student must:

(i) study in accordance with a scheme of study on which s/he has been registered; and

(ii) pass the examinations/ assessment(s) prescribed in the Regulations.

11.3 (i) Before presenting herself/himself for any one of the examinations, a student must have completed the prescribed Programme of Studies.

(ii) A student shall present herself/himself for examination at the due time.

11.4 (i) A student shall take Semester/ Yearly examinations as scheduled and shall undergo such other forms of assessment as may be prescribed by a scheme of study.

(ii) The examiners in any module shall be the Head of Department/ Unit/ Centre in which the module is taught and the persons (part-time and full-time) who taught the module.

11.5 On the recommendation of the Faculty/ Centre / Cluster Board concerned, the Senate may terminate the registration of a student whose performance is unsatisfactory for two consecutive registered Semesters for Programmes of Studies abiding by semester regulations or the registration of a student whose performance is unsatisfactory for one academic year and who has already repeated one year of study for Programmes of Studies abiding by yearly regulations.

11.6 For the final examinations in connection with the final year of study, at least one external examiner shall be appointed from outside the University.

11.7 If a student who has completed the scheme of study has been prevented from taking the whole or some part of an examination and has presented evidence of ill health or other cause which has been approved by the Dean of Faculty/ Centre Director as constituting sufficient reason for being absent from the examination, Senate may, on the recommendation of the Faculty/ Centre/ Cluster Board, permit a student to retake an examination.

11.8 A member of the academic staff shall report to the Dean of the student's Faculty or Director of the Student’s Centre through Programme Co-ordinator/ Head of Department, any factor which may affect the performance of a student in any part of the scheme of study and which may assist the examiners in the performance of their duties. The Dean of Faculty/ Director of Centre shall consider this information at the appropriate Board of Examiners.
11.9 In order to obtain an award, a student must satisfy the examiners in all CORE, ELECTIVE and other modules as specified in the Programme Structure.

11.10 The names of the students who in the opinion of the examiners have obtained honours in the final assessment shall be published by the Registrar with the approval of the Senate on the recommendation of the Board of Faculty/ Centre/ Cluster in a list drawn up in three classes, the second being in two divisions. Students whom the examiners do not consider worthy of being placed in the honours list may be admitted to a pass degree.

Within each class or division the names of students shall be arranged in alphabetical order.

11.11 Exemptions and Concessions

(i) The Senate may, on the recommendation of the Faculty/ Centre/ Cluster Board concerned and with such conditions as the Senate in any instance may determine:

(a) Permit a student to interrupt studies for a period of 2 semesters, renewable for one more period of up to 2 semesters. However, these semesters would be considered as semesters completed with regards to the maximum period allowed for the Programme of Studies (refer to Chapter 3 section 3.5).

(b) Permit a student to take an examination other than at the due time; or

(c) Vary or amend the requirements of a scheme of study in respect of a particular student.

(ii) Students who have pursued a scheme of study in one Faculty/ Centre in the University may be admitted to another Faculty/ Centre with such exemptions as the Senate in any instance may determine (refer to Chapter 3 section 3.4.3).

(iii) On the recommendation of the Faculty/ Centre/ Cluster Board concerned, the Senate may admit to the Faculty/ Centre applicants who are graduates of other universities or who have taken part of a course for a degree in another university and who possess some other qualifications approved by the Senate.

The Senate, on the recommendation of the Faculty/ Centre/ Cluster Board and at the beginning of the academic year in which admission is secured, shall determine what concessions may be granted to any particular student provided that no student shall be permitted to proceed to the degree unless s/he has been in attendance for not less than two academic years as a registered student in this university provided that the two years of attendance shall be the last two years.

11.12 Schemes of Study

Please refer to Information on Programmes Faculty/ Centre Handbooks.

Note: This Chapter should be read in conjunction with the preceding Chapters.
CHAPTER 12
REGULATIONS FOR THE DEGREE OF
BACHELOR OF EDUCATION WITH HONOURS

12.1 (i) Alterations to the Programmes of Studies/ Modules offered in the scheme of study may be made by Senate without notice on the recommendation of the appropriate University/MIE Board.

(ii) The Senate may, on the recommendation of the Board, reserve the right not to offer a scheme of study for particular academic Semester(s) or year.

12.2 In order to qualify for the award of the BEd (Hons) degree, a candidate must:

(i) study in accordance with the scheme of study as a registered student; and

(ii) pass the examinations/ assessment(s) prescribed for the Programme of Studies.

12.3 (i) Before presenting herself/himself for examinations, a candidate must have completed the prescribed Programme of Studies.

(ii) A candidate shall present herself/himself for examination at the due time.

12.4 (i) A candidate shall take semester/yearly examinations as scheduled and shall undergo such other forms of assessment as may be prescribed by the scheme of study.

(ii) The examiners in any module shall be the Head of Department/ Unit/ Centre in which the module is taught and the persons (part-time and full-time) who taught the module.

12.5 On the recommendation of the appropriate University/MIE Board, the Senate may terminate the registration of a student whose performance is unsatisfactory for 2 consecutive registered Semesters for Programmes of Studies abiding by semester regulations or the registration of a student whose performance is unsatisfactory for one academic year and who has already repeated one year of study for Programmes of Studies abiding by yearly regulations.

12.6 For the final examinations in connection with the final year of study, at least one external examiner/ assessor shall be appointed from outside the University.

12.7 If a student who has completed the scheme of study has been prevented from taking the whole or some part of an examination and has presented evidence of ill health or other cause which has been approved by the Director as constituting sufficient reason for being absent from the examination, Senate may, on the recommendation of the Board, permit a student to retake an examination.

12.8 Information regarding any factor which may affect the performance of a candidate shall be passed to the appropriate Board of Examiners.

12.9 In order to obtain an award, a student must satisfy the examiners in all CORE, ELECTIVE and other modules as specified in the Programme Structure.

12.10 The names of the students who, in the opinion of examiners have obtained honours in the final assessment, shall be published with the approval of the Senate in a list drawn up in three classes, the second class being in two divisions.

Candidates whom the examiners do not consider worthy of being placed in the honours list, may be admitted to a pass degree.

12.11 Exemptions and Concessions
The Senate may, on the recommendation of the University/MIE Board concerned and with such conditions as the Senate in any instance may determine:

(i) permit a student to interrupt studies for a period of 2 semesters, renewable for one more period of up to 2 semesters. However, these semesters would be considered as semesters completed with regards to the maximum period allowed for the Programme of Studies (refer to Chapter 3 section 3.5).

(ii) permit a student to take an examination other than at the due time; or

(iii) vary or amend the requirements of a scheme of study in respect of a particular student.

12.12 Scheme of Study

Candidates for the BEd (Hons) degree shall, before entry upon the Degree Course, have passed the Teachers’ Diploma in Education examination run by the Mauritius Institute of Education. The Diploma in Education is a qualification for teaching, which is normally awarded after 3 years part-time or 2 years full-time study in an Institution of Higher Learning.

Note: This Chapter should be read in conjunction with the preceding Chapters.
CHAPTER 13
REGULATIONS FOR UNIVERSITY DIPLOMAS

13.1 (i) Alterations to the Programmes of Studies/ Modules offered in any scheme of study may be made by Senate at any time on the recommendation of the Faculty/ Centre/ Cluster Board.

(ii) The Senate may, on the recommendations of the Faculty/ Centre/ Cluster Board concerned, reserve the right not to offer a scheme of study for a particular semester/ academic year.

13.2 In order to qualify for the award of the University Diploma, a student must:

(i) study in accordance with a scheme of study on which s/he has been registered; and

(ii) pass the examinations/assessment(s) prescribed in the Regulations.

13.3 (i) Before presenting herself/himself for any one of the examinations, a student must have completed the prescribed Programme of Studies.

(ii) A student shall present herself/himself for examination at the due time.

13.4 (i) A student shall take Semester/Yearly examinations as scheduled and shall undergo such other forms of assessment as may be prescribed by a scheme of study.

(ii) The examiners in any module shall be the Head of Department/ Unit/ Centre in which the module is taught and the persons (part-time and full-time) who taught the module.

13.5 On the recommendation of the Faculty/ Centre/ Cluster Board concerned, the Senate may terminate the registration of a student whose performance is unsatisfactory for 2 consecutive registered Semesters for Programmes of Studies abiding by semester regulations or the registration of a student whose performance is unsatisfactory for one academic year and who has already repeated one year of study for Programmes of Studies abiding by yearly regulations.

13.6 If a student who has completed the scheme of study has been prevented from taking the whole or some part of an examination and has presented evidence of ill health or other cause which has been approved by the Dean of Faculty/ Director of Centre as constituting sufficient reason for being absent from the examination, Senate may, on the recommendation of the Faculty/ Centre/ Cluster Board, permit a student to retake an examination.

13.7 A member of the academic staff shall report to the Dean of the student's Faculty/ Director of Student’s Centre through Programme Co-ordinator/Head of Department, any factor which may affect the performance of a student in any part of the scheme of study and which may assist the examiners in the performance of their duties. The Dean of Faculty/ Director of Centre shall consider this information at the appropriate Board of Examiners.

13.8 In order to obtain an award, a student must satisfy the examiners in all CORE, ELECTIVE and other modules as specified in the Programme Structure.

13.9 The names of the candidates who, in the opinion of the examiners have obtained in the final assessment either a distinction or a pass, shall be published by the Registrar with the approval of the Senate on the recommendation of the Faculty/ Centre/ Cluster Board in separate lists. The names of candidates shall be arranged in alphabetical order.
13.10 Exemptions and Concessions

(i) The Senate may, on the recommendation of the Faculty/ Centre/ Cluster Board and with such conditions as the Senate in any instance may determine:

(a) permit a candidate to interrupt her/his studies for a specified period provided that the candidate shall present herself/himself for the final examination not later than the maximum period allowed for the Programme of Studies after initial registration for the diploma;

(b) permit a candidate to take an examination other than at the due time; or

(c) vary or amend the requirements of a scheme of study in respect of a particular candidate.

(ii) Candidates who have pursued a scheme of study in one Faculty/ Centre in the University may be admitted to another Faculty/ Centre with such exemptions as the Senate in any instance may determine.

(iii) On the recommendation of the Faculty/ Centre/ Cluster Board, the Senate shall determine what concessions may be granted to a particular candidate holding qualifications of other universities or institutions provided that no candidate shall be permitted to proceed to a diploma unless s/he has been in attendance for not less than one academic year as a registered student in the University provided that the one year in attendance shall be the last year.

13.11 Schemes of Study

Please refer to Information on Programmes Faculty/ Centre Handbooks.

For Diploma/Degree Combinations please see under Degrees.

Note: This Chapter should be read in conjunction with the preceding Chapters.
CHAPTER 14
REGULATIONS FOR UNIVERSITY CERTIFICATES

14.1 (i) Alterations to the Programmes of Studies/ Modules offered in any scheme of study may be made by Senate at any time on the recommendation of the Faculty/ Centre/ Cluster Board.

(ii) The Senate may, on the recommendations of the Faculty/ Centre/ Cluster Board concerned, reserve the right not to offer a scheme of study for a particular semester/ academic year.

14.2 In order to qualify for the award of the University Certificate, a student must:

(i) study in accordance with a scheme of study on which s/he has been registered; and

(ii) pass the examinations/assessment(s) prescribed in the Regulations.

14.3 (i) Before presenting herself/himself for any one of the examinations, a student must have completed the prescribed Programme of Studies.

(ii) A student shall present herself/himself for examination at the due time.

14.4 (i) A student shall take Semester/Yearly examinations as scheduled and shall undergo such other forms of assessment as may be prescribed by a scheme of study.

(ii) The examiners in any module shall be the Head of Department/ Unit/ Centre in which the module is taught and the persons (part-time and full-time) who taught the module.

14.5 On the recommendation of the Faculty/ Centre/ Cluster Board concerned, the Senate may terminate the registration of a student whose performance is unsatisfactory for 2 consecutive registered Semesters for Programmes of Studies abiding by semester regulations or the registration of a student whose performance is unsatisfactory for one academic year and who has already repeated one year of study for Programmes of Studies abiding by yearly regulations.

14.6 If a student who has completed the scheme of study has been prevented from taking the whole or some part of an examination and has presented evidence of ill health or other cause which has been approved by the Dean of Faculty/ Centre Director as constituting sufficient reason for being absent from the examination, Senate may, on the recommendation of the Faculty/ Centre/ Cluster Board, permit a student to retake an examination.

14.7 A member of the academic staff shall report to the Dean of the student's Faculty/ Director of the student’s Centre through Programme Co-ordinator/ Head of Department, any factor which may affect the performance of a student in any part of the scheme of study and which may assist the examiners in the performance of their duties. The Dean of Faculty/ Director of Centre shall consider this information at the appropriate Board of Examiners.

14.8 In order to obtain a Certificate, a student must satisfy the examiners in all CORE, ELECTIVE and other modules as specified in the Programme Structure.

14.9 The names of the candidates who, in the opinion of the examiners have obtained in the final assessment either Merit or Pass, shall be published by the Registrar with the approval of the Senate on the recommendation of the Faculty/ Centre/ Cluster Board in separate lists. The names of candidates shall be arranged in alphabetical order.
14.10 Schemes of Study

Please refer to Information on Programmes Faculty/ Centre Handbooks.

Note: This Chapter should be read in conjunction with the preceding Chapters.
CHAPTER 15

THE UNIVERSITY LIBRARY

15.1 GENERAL INFORMATION

15.1.1 Building Capacity

The first phase of the University Library, almost in the geographic centre of the campus, is a modern functional building on two levels. The library was designed by Messrs Norman and Dawbarn, as were most of the University buildings during that time. Its foundation stone was laid down by Her Royal Highness Princess Alexandra on 15 September 1969 and the structure itself was completed two years later. It has a floor area of 10 200 square feet with a book capacity of approximately 50,000 and space for 120 readers. An extension of about 22 000 square feet to the first library building started in 1977 and was completed by the end of 1979.

15.1.2 Ground Floor

The ground floor houses the administrative, technical, circulation and staff sections and a browsing area. It comprises a spacious counter area and lobby, offices for the Chief Librarian and the administrative staff as well as a multi-purpose auditorium now occupied by the Centre D’Accès à l’Information (CAI).

At the farthest end of the old building is a large printing and binding unit as well as a dark room for photographic and litho-offset plate processing. The western wing houses the shipping and receiving section, the typing pool, and a large technical processing room for books, periodicals and other materials. The Reserve Section is also located on this floor next to the issue counter.

15.1.3 First Floor

The first floor is an open area with reader tables along the windows and a popular browsing area. Other sections include Mauritiana, Law, Reference and Bibliography. This floor also comprises the main stack and shelves for current issues of periodicals, the United Nations depository collection together with the publications of some of its specialised agencies like FAO, GATT, ILO, and WHO. The Canadian Government Publications, received on request depository, are fully catalogued and are inter-shelved with the main collection.

This floor also houses the audio-visual unit, which provides a photocopy service to library users and the multimedia library, which is presently being set up. The shelves for displaying the current issues of periodicals are located in the southern wing.

15.1.4 Second Floor and Third Floor

The second floor is used as the main reading hall and for stacking the main book collection, whereas the third floor houses bound volumes of back issues of periodicals.

15.1.5 Acquisitions Policy

The present policy of the library is to acquire, by purchase or through donations, gifts and exchange, all the necessary materials to support the teaching, research and informational needs of the five constituent Faculties of the University - Agriculture, Engineering, Law and Management, Science, Social Studies and Humanities - as well as the Centre for Professional Development and Lifelong learning, Virtual Centre for Innovative Learning Technologies (VCILT) and the Centre for Information Technology and Systems (CITS). Significant textbooks and reference works on a wide range of subjects are also purchased.
15.1.6 Subject Areas

Subjects already represented in the library stock relate mainly to the following: accounting, agriculture, animal sciences, banking, biology, botany, business studies, chemistry, civil engineering, communication, computer science, economics, electrical engineering, food and sugar technologies, horticulture, law, local government, management, mathematics, mechanical engineering, physics, political science, public administration, pure and applied sciences, sociology, statistics and surveying.

15.1.7 Present Stock

There are some 165,000 volumes at present in the library, consisting of some 135,000 monographs and the bound volumes of periodicals. The library subscribes to some 325 periodicals while some 175 additional ones are obtained either through gift or on exchange. The audio-visual section has a small collection of records and videotapes together with a collection of some of the older Mauritian newspapers on microfilm and also some selected documents on tape, microfilm and microfiche. These will eventually be transferred to the multimedia centre to be set up in the library so that users can access information stored in other non-conventional format including electronic format like CD-ROM or optical disks.

15.1.8 Facilities

Apart from the normal borrowing and consultation facilities provided to the readers, the professional staff of the library also handles a variety of queries on a multitude of different topics. The library staff normally searches for specific information from the resources already available within the collection or guides readers to the proper sources of documentation. In case the information is not available at the University, the readers are referred to other local libraries, which have the required materials.

The University library has also entered into inter-library loan agreements that allow it to borrow documents from other libraries, both local and foreign. For journal articles or research papers of moderate length not available locally but needed for research purposes, the library can order copies from abroad in any of the following formats: photocopy, microfilm or microfiche because there is a microfilm/microfiche reader in the audio-visual section of the library. Photocopies of articles from the learned journals already available at the library are provided at cost. A wide range of audio-visual facilities is also made available to the University and its members.

To facilitate information search and retrieval by both staff and users, the library has embarked on a new computerised Library Management System (LIBERO) and the cataloguing and circulation services are now fully automated.

15.1.9 Inter-Library Cooperation

The Library maintains close cooperative links with the libraries of the Mauritius Sugar Industry Research Institute (MSIRI), the Food and Agricultural Research Council (FARC), the Mauritius Institute of Education (MIE), the Mahatma Gandhi Institute (MGI), the Mauritius College of the Air (MCA), the National Library and other libraries and documentation centres in the island. Special working relationships and cooperation also exist with such international bodies as the British Library, AGRIS, CARIS and AUF.

15.1.10 Special Collection

Documents on agriculture going back to its early beginnings in Mauritius are held in the Library. It is building up its Maurittana collections, which already include among others official and private publications, periodicals and most local newspapers to which the library currently subscribes. A special law collection has been set up to meet the needs of students following the LLB Programme.
This collection is also available for reference purposes to *bona fide* students of the Council of Legal Education.

**15.1.11 Medical Sciences Library**

With the running of a degree course in Medical Science, the library is building up a core collection of medical books to meet the teaching, learning and information and study requirements of the students enrolled on this programme and their lecturers.

**15.1.12 Special Regulations**

The University Library Regulations will apply to the Medical Sciences collection with the following exceptions:

(i) Loan privileges are restricted to the students and academic staff of the Departments of Medicine and Health Sciences.

(ii) Medical books may, on the occasion, be placed in the Reserve Section for the use of students during special courses necessitating the use of these materials.

**15.1.13 Publications of the United Nations and its Agencies**

As mentioned before, the University Library has been selected as the official/partial depository for Mauritius of documents of the United Nations and some of its specialised agencies.

With all these resources at hand, the University Library is thus striving to keep pace with the development needs of the country as well as acquire a small representative stock of universal literature to play its role as efficiently as possible as an information dispenser and a reference Centre.

**15.1.14 Membership**

The library is enjoying increasing popularity. Its members include staff and registered students of the University and such other categories of outside members as stipulated in the Library Regulations. However, the flood of requests for borrowing privileges has had to be checked as the present limited resources of the library are barely sufficient to satisfy the information needs of the academic population. It is only in exceptional cases that outsiders are permitted to borrow books from the library and other *bona fide* members of the public may also use the library but for reference consultation and reading facilities only.

**15.2 LIBRARY REGULATIONS**

**15.2.1 Preamble**

The University of Mauritius Act, 1971 provides in part under Section 21 (d) as follows:

“Subject to the provisions of the Statutes, the Senate shall have power to make regulations relating to (...) the use of the library.”

The University of Mauritius Regulations approved by Senate, 1971 provide Chapter III D as follows:

“25 Library Regulations

All matters of internal discipline on the library premises shall be governed by the Library Regulations. If the matter is of such seriousness that it warrants action under the Disciplinary Regulations, then the provisions of these Regulations shall prevail.”

**15.2.2 Hours of Opening**
Week days  8.00 am - 8.00 pm  
Saturdays  8.00 am - 1.00 pm  

(The opening hours may change on the decision of the Chief Librarian)

15.2.3 Membership of the Library

Membership is open to

(i) University full time academic staff and part time lecturers, and visiting lecturers;

(ii) all registered students of the University of Mauritius including students following short or part-time courses;

(iii) technical staff of the University;

(iv) academic and research staff of the Mauritius Institute of Education (MIE) and the Mahatma Gandhi Institute (MGI) on the recommendation of their respective librarians;

(v) research and technical staff of the Ministry of Agriculture (MoA) and the Mauritius Sugar Industry Research Institute (MSIRI) on the recommendation of their respective librarians;

(vi) Bona fide researchers from Government Ministries and Public Corporations on application to the University Library.

15.2.4 Registration

All persons eligible to register as members of the University Library must complete and sign the prescribed registration form obtainable at the Circulation Desk of the Library. Members under 15.2.3(ii) will pay the appropriate fee as prescribed by the University Council from time to time.

15.2.5 University of Mauritius/Library ID Cards

(i) All borrowers are issued with a valid UoM ID card for loaning out books as follows:

   (a) Borrowers in category 15.2.3(i): 6 books including 2 from Reserve Section.

   (b) Borrowers in category 15.2.3(ii): 3 books including 1 from Reserve Section.

   (c) Borrowers in category 15.2.3(iii): one book

(ii) A valid UoM/Library ID card must be presented before borrowing a book and when the book is discharged.

(iii) UoM Library ID cards which are issued free in the first instance are personal and not transferable. Lost ID cards will not be replaced automatically; replacement will, in any case, be charged for at the rate of Rs 50 each.

(iv) Members should return all library books and UoM/Library ID card in their possession to the Chief Librarian at the termination of their respective courses or on expiry of their membership of the University Library. A library clearance certificate will then be issued to them for admission to the conferment of their university qualification.

15.2.6 Loans
15.2.6.1 General

All books on ordinary loans are subject to immediate recall.

All books must be charged out at the Circulation Desk before being removed from the library.

A reader remains responsible for a book charged out to him/her until it has been returned.

In special circumstances, the Chief Librarian may, at his/her discretion, lend books for such periods as he/she may decide.

15.2.6.2 Ordinary Loans

(i) Academic, senior administrative and research staff of the University and visiting lecturers may borrow up to six books at a time for a period of one month.

(ii) Borrowers in category 15.2.3(ii) are permitted to borrow up to two books at a time for a period of up to fourteen days. A book may be renewed for a further period of fourteen days provided that no other reader has reserved it and that it is not overdue. For such renewals, books must be produced at the Circulation Desk so that the appropriate date may be stamped in.

(iii) Other members of staff of the University and borrowers registered under category 15.2.3(iii) may borrow one book for a period of fourteen days. Renewals can be arranged as at rule 15.2.6.1(ii).

(iv) MPhil and PhD students may borrow up to five books at a time.

15.2.6.3 Special Loans

Books from the Reserve Section may not be taken out of the library during working hours; they may however, be borrowed one at a time overnight or over a weekend. In such cases, the book will be issued at closing time and should be returned on the next opening day at 9:00 am sharp. Rule 15.2.5(ii) applies in this instance. Members may only borrow reserve books connected with their course of study.

15.2.7 Fines

(i) The Chief Librarian is empowered to levy fines on readers who fail to return books within the prescribed time.

(ii) The fine for ordinary loans is three rupees (Rs 3.00) for each day the book is overdue including Sundays and holidays for the first seven days, six rupees (Rs 6.00) per day for 8-14 overdue days and ten rupees (Rs 10.00) per day for 15 overdue days and above.

(iii) The fine for special loans made under Rule 15.2.6.3 is five rupees (Rs 5.00) per day for 1-7 overdue days, ten rupees (Rs 10.00) per day for 8-14 overdue days and fifteen rupees (Rs 15.00) per day for 15 overdue days and above.

15.2.8 Periodicals

Unbound periodicals are to be consulted in the library; they may not be borrowed. For bound volume, the Chief Librarian must be consulted.

15.2.9 Reference
(i) Reference books and certain other library materials from special collections may not be borrowed.

(ii) Books from the Mauritiana collection must be consulted in the special room where they are located.

(iii) Access to thesis/dissertation is by way of application to the Chief Librarian made on Thesis/Dissertation Access Condition Form, which is obtainable at the counter in the library.

15.2.10 Damage and Loss of Library Materials

(i) (a) The Chief Librarian is authorised to collect the cost of replacing lost or damaged library materials.

(b) The Chief Librarian is authorised to withdraw all library privileges from any reader who willfully damages or misuses the library or its facilities or whose conduct is deemed to be unbecoming.

(c) Other borrowers found guilty of serious misuse of library facilities shall be reported to the Vice-Chancellor.

(ii) Borrowers are not permitted to smoke, eat or drink in the Library.

(iii) Bags and briefcases must be deposited in the spaces reserved for this purpose near the main entrance.

(iv) All items being carried out of the library are subject to inspection on exit.

None of the foregoing Regulations can be interpreted as a prejudice to the general stipulations of the General Regulations and Disciplinary Regulations approved by the Senate on 21.09.71 or as they may be amended by Senate from time to time.

15.2.11 Library Lending Code

This code describes the privileges and responsibilities of all borrowers using circulating collections in the University of Mauritius Library, hereafter cited as “the Library”, as noted below. Its main objective is to foster optimal use of the circulating collections for UoM students, faculty, staff, and others. The code is also designed to promote equitable access to the collections and their safekeeping.

(i) Eligible Borrowers

The following categories of individuals are eligible for University of Mauritius Library borrowing privileges unless such privileges are prohibited by Library or University policy e.g. unmet financial obligations to or suspension from the University.
(a) Automatic Borrowing Privileges with UoM ID

UoM academic staff; UoM part-time lecturers; UoM registered students.

(b) Borrowing Privileges upon Application

Official visiting academics/ scholars sponsored by UoM departments; UoM vacation courses enrollees.

(ii) Borrower Cards

A valid UoM Library card must be presented in order to borrow library materials either for on-site or off-site use.

A borrower is responsible for items checked out on her/his ID or Library card and for any fines incurred; this responsibility cannot be transferred.

The Library will not knowingly check out material to someone using another’s ID.

A lost ID or Library card should be reported to the Library immediately. The ID number will be blocked so that it can no longer be used for borrowing and a replacement Library card will be issued against payment of the appropriate replacement fee.

(iii) Address Information

(a) Current Address

It is the responsibility of a borrower to keep the Library informed of his/her current address to permit mailing of notices by the Library. To avoid potential fines of delinquencies, a borrower who changes addresses must notify the Library directly of the address change. If mail sent to a borrower is returned by the Postal Service, borrowing privileges will be suspended.

(b) Temporary Absence from Current Address

A borrower who will be away from her/his address for extended periods (break periods, vacations) should either return all library materials before leaving or make arrangements to ensure that the borrowed library materials can be located and returned to the Library if recalled.

(iv) Confidentiality

It is the general policy of the University of Mauritius Library not to release information about the activities of individual borrowers as well as the materials used by them in order to protect both the privacy of these individuals and their right to consult and borrow library materials without prejudice.

(v) Loan Periods and Recalled Materials

(a) Loan Periods

UoM academic staff and part-time lecturers have a loan period of one month. All other borrowers have a two-week loan period. Some categories of materials (items on reserve or for specific programmes) are circulated with short-term loan periods (one-hour, one-day and one-week loans).
(b) Recalled Materials

Materials on loan may be recalled from any borrower. Items needed for reserve are subject to immediate recall. Otherwise, an item charged out to a borrower is subject to recall once it has been on loan for one week.

(c) Borrower Responsibilities

When Library material is borrowed for a short-term loan period, the Library will record a date (or date and time) due. Borrowers are responsible for observing the date (or date and time) due for each item and returning the short-term loan item directly to the location from which it was borrowed. Selected material may be restricted to in-library use and may not be removed from the lending library.

(vi) Library Clearance

Graduating, withdrawing, or non-returning students must return all outstanding items and pay all charges before leaving the University.

University faculty and staff who are terminating their employment with the University must also return all outstanding items and pay any charges due.

Part-time lecturers must also return all outstanding items and pay any charges due at the end of their affiliation or contract with the University.

(vii) Constraints and Penalties

Fines apply equally to all borrowers and are assessed as follows:

(a) Late Return or Non-Return of Library Materials on loan

(b) Delayed Response or Non-response to a Recall Notice

1. Due Dates

Borrowers are expected to observe due dates for library materials loaned to them. The due date is the date specified on the date label in the book or the date specified on the recall notice. Library materials will not be due on dates when the lending library is closed.

There is NO grace period for either long-term or short-term loans. Each item must be returned by the date (or date and time) due, and overdue charges are assessed from the expiration of the date due.

2. Renewals

Borrowers are permitted to renew long-term loan items provided that the item has not been recalled. A short-term loan item will be renewed only if another borrower has not requested it. Renewal of loan for items on reserve is not allowed. Various methods of renewal are available, but no telephone or mail renewals are permitted.
3. **Overdue Notices**

For an item that has not been returned or renewed by its due date, the Library will generate an overdue notice, as a courtesy reminder to the borrower, seven days after the due date. This notice will be sent to the current mailing address that the borrower maintains with the Library. A borrower’s failure to receive an overdue or library fine billing notice will not result in cancellation of library charges.

4. **Library Charges**

(a) Overdue Fines

<table>
<thead>
<tr>
<th>No. of Overdue Days</th>
<th>General Books</th>
<th>Reserve Books</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 – 7 Days</td>
<td>Rs 3 per day</td>
<td>Rs 5 per day</td>
</tr>
<tr>
<td>8 – 14 Days</td>
<td>Rs 6 per day</td>
<td>Rs 10 per day</td>
</tr>
<tr>
<td>15 Days and above</td>
<td>Rs 10 per day</td>
<td>Rs 15 per day</td>
</tr>
</tbody>
</table>

If a fine of Rs 300 is reached for an overdue book, the borrowing privileges of the defaulter will be suspended.

(b) Replacement Charges

Once the maximum fine has been accrued for an item not yet returned or renewed, the borrower is subject to being billed for replacement costs of the item in addition to processing fees and the maximum overdue fine. Should an item be declared lost before the maximum fine has accrued, overdue fines, replacement and processing charges may be imposed. If an item is then returned by the borrower, the borrower’s charge for replacement may be reduced or cancelled.

If a recalled item is not returned, the borrower will be billed for replacement and processing costs, as well as the maximum late fine.

(c) Damage of Library Materials

Borrowers who damage library materials are subject to charges which may vary according to the extent of the damage. For seriously damaged material, the Library may assess the borrower replacement charges and processing fees.

(d) Unpaid Charges

Unless on appeal, library charges must be paid promptly. Failure to do so may result in loss of borrowing privileges, the placement of holds on grades, transcripts, and enrolment.

5. **Theft/Intentional Mutilation of Library Materials**

As a deterrent to theft and intentional mutilation of library materials, and as a means to recover the cost of resulting damages, the Library will send to the University Discipline Committee persons who willfully damage Library materials, who intentionally misplace books in the Library so as to deprive others of their use, or who willfully and without authorisation take or attempt to take materials from the Library.
6.  **Suspension of Borrowing/Access Privileges**

Borrowing privileges are suspended if the borrower:

(a) fails to return a long-term loan or recalled item to the lending library by the time the maximum fine has been incurred;

(b) fails to return a short-term or reserve item by the time the maximum fine has been incurred;

(c) accumulates a total of Rs 300.00 or more in unpaid library charges.

In addition, borrowing privileges may be suspended if the borrower fails to pay library charges or other University charges, if the borrower’s record contains incomplete or inaccurate information, if mail has been returned as undeliverable, or at the request of reciprocal-arrangement libraries.

In cases of flagrant and repeated breach of library regulation, or for other good cause, the Library may suspend the offender’s privileges of access to library facilities and/or report the matter to other appropriate University authorities for action.

7.  **Appeal Rights**

A borrower has the right to appeal any Library charge within 30 days of the date, which appears on the original Library billing notice. The provisions of the Lending Code itself may not be appealed, but suggestions for changes in the Lending Code may be addressed to the Chair of the University Library Committee, which can amend the Code from time to time.
CHAPTER 16

FEES AND OTHER CHARGES
(Applicable to Mauritian Nationals)

16.1 General Fees, Application, Students’ Union Membership, Laboratory and Thesis Fees - (For students on Flexible & Open/Continuous Learning Programmes - See Sub-Section 16.3)

<table>
<thead>
<tr>
<th>FEE</th>
<th>POSTGRADUATE</th>
<th>DEGREE</th>
<th>DIPLOMA</th>
<th>CERTIFICATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Application Fee</td>
<td>500</td>
<td>500</td>
<td>500</td>
<td>500</td>
</tr>
<tr>
<td>General Fees (per annum)</td>
<td>9,500</td>
<td>8,500</td>
<td>8,000</td>
<td>7,000</td>
</tr>
<tr>
<td>Students’ Union Membership Fee (per annum)</td>
<td>200</td>
<td>200</td>
<td>200</td>
<td>200</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>10,200</strong></td>
<td><strong>9,200</strong></td>
<td><strong>8,700</strong></td>
<td><strong>7,700</strong></td>
</tr>
</tbody>
</table>

Notes:

(a) For all full-time Science & Technology Programmes in which there are lab-based modules, a Laboratory Fee of Rs3,000 is charged per annum. For part-time programmes (where applicable), Rs500 is charged for each lab-based module.

(b) Thesis Fee of Rs10,500 is applicable to MPhil/PhD Mauritian students upon submission of their thesis in the final year.

(c) For Public Officers sponsored by their respective Ministries, only Students’ Union Membership Fee will be applicable. Evidence of the sponsorship must be produced at Registration (e.g. a letter from the Ministry).

(d) University Staff and scholars enrolling on MPhil/PhD programmes should pay Registration and Students’Union Membership Fees, which amount to a total of Rs 1,200 per annum.

16.2 Tuition Fees

16.2.1 Tuition Fees are exclusive of General Fees. Tuition Fees are charged for programmes designed specifically for people in employment, for postgraduate and for certain specialised programmes. Part-time fee-paying students are required to pay tuition fees for each module re-registered.

- **MPhil/PhD**

<table>
<thead>
<tr>
<th>Student Category</th>
<th>Tuition Fee per Annum (Rs)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full-Time</td>
<td>30,000</td>
</tr>
<tr>
<td>Part-Time</td>
<td>20,000</td>
</tr>
</tbody>
</table>
Taught Postgraduate Programmes

<table>
<thead>
<tr>
<th>PROGRAMME TYPE</th>
<th>FACULTY/CLUSTER</th>
<th>TUITION FEES (Exclusive of General Fees)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Science &amp; Technology</td>
<td>Agriculture; Engineering; Science; Lifelong Learning Cluster</td>
<td>Rs 3 300 per credit</td>
</tr>
<tr>
<td>Non-Science &amp; Technology</td>
<td>Social Studies &amp; Humanities</td>
<td>Rs 2 800 per credit</td>
</tr>
<tr>
<td></td>
<td>Law &amp; Management</td>
<td></td>
</tr>
<tr>
<td></td>
<td>MBA - 15 Months F/T (total tuition fees)</td>
<td>Rs 160 000</td>
</tr>
<tr>
<td></td>
<td>MBA - 2 Yrs P/T</td>
<td>Rs 80 000 per annum</td>
</tr>
<tr>
<td></td>
<td>MBA (to be run in Rodrigues) – 2 Yrs P/T</td>
<td>Rs 100 000 per annum</td>
</tr>
<tr>
<td></td>
<td>MSc International Business Management - 2 Yrs P/T</td>
<td>Rs 62 000 per annum</td>
</tr>
<tr>
<td></td>
<td>MSc e-Business - 2 Yrs P/T</td>
<td></td>
</tr>
<tr>
<td></td>
<td>MA Accounting and Finance -15 Months F/T (total tuition fees)</td>
<td>Rs 200 000</td>
</tr>
<tr>
<td></td>
<td>MSc Finance - 2 Yrs P/T</td>
<td>Rs 100 000 per annum</td>
</tr>
</tbody>
</table>

Degree/Diploma Rs 800 per credit

16.2.2 Payment Facilities

Payment facilities are provided to students for the settlement of their tuition fees as follows:

<table>
<thead>
<tr>
<th>Quantum</th>
<th>Payment Period</th>
</tr>
</thead>
<tbody>
<tr>
<td>50%</td>
<td>Upon Registration or Re-registration</td>
</tr>
<tr>
<td>Balance</td>
<td>By the end of the first semester*</td>
</tr>
</tbody>
</table>

* 4 clear weeks before the last day of semester

16.3 Fees Applicable to Flexible and Open/Continuous Learning Programmes

(i) Tuition Fees: Rs 800 per credit

(ii) General Fees:

<table>
<thead>
<tr>
<th>Semester basis</th>
<th>Yearly basis</th>
</tr>
</thead>
<tbody>
<tr>
<td>For 1 – 3 modules – Rs 1 000 per semester</td>
<td>For up to 18 credits – Rs 2 000 per annum</td>
</tr>
<tr>
<td>For 4 – 6 modules – Rs 2 000 per semester</td>
<td>For more than 18 credits – Rs 4 000 per annum</td>
</tr>
</tbody>
</table>

(iii) Laboratory Fee: For Lab-based modules, a sum of Rs 500 per module to be added to Tuition Fees.
16.4 Other Charges

16.4.1 Re-Registration Fees

Students pay only Examination Fees when they have only 1 or 2 modules to clear before they qualify for an award.

16.4.2 Examination of Modules in excess of 12 in the Modular Credit Programmes/ in excess of 6 in the yearly modules/ Resit Examination Fee per module

A fee of Rs 850 is payable per module for programmes where there is no tuition fee.

16.4.3 Fees for Issue of Result Transcripts

<table>
<thead>
<tr>
<th>Transcript Type</th>
<th>Fee per Transcript (Rs)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. With grades only – provided to requestors</td>
<td>500</td>
</tr>
<tr>
<td>2. With grades and marks – sent to foreign Universities/Institutions</td>
<td>1 000</td>
</tr>
</tbody>
</table>

16.4.4 Remarking/ Review of Examination Scripts Fee

Any student wishing to review her/his examination script(s) will be charged a fee of Rs 750 per module. The request should be lodged within one (1) week from the date of issue of transcripts of examination results. If after review of the examination script(s), the grade of the student is improved, then the whole amount of Rs 750 will be refunded to the student (c.f. also section 3.4.6).

16.4.5 Graduation Ceremony Fee

Graduating students will be required to pay a Graduation Ceremony Fee of Rs 250.

16.4.6 Issue of New Certificate

A fee of Rs 1 200 is charged for issue of a new Certificate upon loss of the original one.

16.5 Refund of Fees

If a student has already registered for a Programme of Studies and then decides not to pursue his/her studies, reimbursement of fees paid will be treated as per the table below:

<table>
<thead>
<tr>
<th>General Fees</th>
<th>Receipt of Request for Refund</th>
<th>Refund</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>At least two weeks before the start of the first semester</td>
<td>70%</td>
</tr>
<tr>
<td></td>
<td>Less than two weeks before the start of the first semester and thereafter</td>
<td>No Refund</td>
</tr>
</tbody>
</table>
## Tuition Fees

<table>
<thead>
<tr>
<th>Receipt of Request for Refund</th>
<th>Refund</th>
</tr>
</thead>
<tbody>
<tr>
<td>At least two weeks before the start of the first semester</td>
<td>100%</td>
</tr>
<tr>
<td>Less than two weeks before the start of the first semester</td>
<td>70%</td>
</tr>
<tr>
<td>Within 3 weeks after the start of the first semester</td>
<td>50%</td>
</tr>
<tr>
<td>More than three weeks after the start of the first semester</td>
<td>No Refund</td>
</tr>
</tbody>
</table>
CHAPTER 17

ADMISSION OF INTERNATIONAL STUDENTS

International students must satisfy the same minimum entry requirements and other conditions attached to the admission as the local students.

17.1 General Entry Requirements

17.1.1 Postgraduate Degree Programmes

At least a Second Class Honours Degree from a recognised University or GPA not less than 2.50 or alternative qualifications acceptable to the University of Mauritius.

17.1.2 Degree & Diploma/Degree Programmes

(i) A pass in English Language at Cambridge School Certificate/ ‘O’ Level or equivalent and either

(a) Credit in five other subjects (School Certificate), together with at least two passes at Advanced Level (Higher School Certificate or General Certificate of Education);

or  (b) Passes in three other subjects at Advanced Level.

OR (ii) Overseas leaving educational qualifications recognised by Senate.

Notes:

(a) Students not possessing a recognised qualification in English Language should provide evidence of proficiency in same, e.g. TOEFL (Test of English as a Foreign Language), IELTS (International English Language Testing System), or other similar tests.

(b) Overseas students from 12 year-schooling systems may be required to sit for SAT (Scholastic Aptitude Test).

17.1.3 Undergraduate Diploma & Certificate Programmes

Diploma: A pass in English Language at Cambridge School Certificate/ ‘O’ Level or equivalent and Credit in five other subjects (School Certificate).

Certificate: A School Certificate with credit in two appropriate subjects or equivalent.

17.2 Fees for International Students

17.2.1 General Fees, Application, Students’ Union Membership, Laboratory and Thesis Fees

<table>
<thead>
<tr>
<th>Fee</th>
<th>Programme Level/Fee per Annum (US$)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>POSTGRADUATE</td>
</tr>
<tr>
<td>Application Fee</td>
<td>20</td>
</tr>
<tr>
<td>General Fees (per annum)</td>
<td>320</td>
</tr>
<tr>
<td>Students’ Union Membership Fee (per annum)</td>
<td>10</td>
</tr>
<tr>
<td>TOTAL</td>
<td>350</td>
</tr>
</tbody>
</table>
Notes:

(a) For Science & Technology Programmes in which there are lab-based modules, a Laboratory Fee of US$100 is charged per annum; and

(b) Thesis Fee of US$340 is applicable to international students on MPhil/PhD programmes upon submission of their thesis in the final year.

17.2.2 Tuition Fees

<table>
<thead>
<tr>
<th>PROGRAMME TYPE</th>
<th>FACULTY/CLUSTER</th>
<th>TUITION FEES (US Dollars) (Exclusive of General Fees)</th>
</tr>
</thead>
<tbody>
<tr>
<td>MPhil /PhD by Research</td>
<td>Agriculture; Engineering; Science; Lifelong Learning Cluster</td>
<td>200 per credit</td>
</tr>
<tr>
<td>Taught Postgraduate Programmes</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Science &amp; Technology</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Non-Science &amp; Technology</td>
<td>Social Studies &amp; Humanities</td>
<td>175 per credit</td>
</tr>
<tr>
<td></td>
<td>Law &amp; Management</td>
<td></td>
</tr>
<tr>
<td></td>
<td>MBA - 15 Months F/T (total tuition fees)</td>
<td>9,100</td>
</tr>
<tr>
<td></td>
<td>MBA - 2 Yrs P/T</td>
<td>4,550 per annum</td>
</tr>
<tr>
<td></td>
<td>MSc International Business Management - 2 Yrs P/T</td>
<td>3,500 per annum</td>
</tr>
<tr>
<td></td>
<td>MSc e-Business - 2 Yrs P/T</td>
<td></td>
</tr>
<tr>
<td></td>
<td>MA Accounting and Finance -15 Months F/T (total tuition fees)</td>
<td>11,500</td>
</tr>
<tr>
<td></td>
<td>MSc Finance - 2 Yrs P/T</td>
<td>5,750 per annum</td>
</tr>
<tr>
<td>UG Degree &amp; Diploma/Degree Programmes</td>
<td></td>
<td></td>
</tr>
<tr>
<td>UG Diploma &amp; Certificate Programmes</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

17.2.3 Fees for Students from Member Countries of Southern African Development Community (SADC)

General Fees, Application, Students’ Union Membership, Laboratory and Thesis Fees

<table>
<thead>
<tr>
<th>Fee</th>
<th>PROGRAMME LEVEL/ Fee per annum (US$)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>POSTGRADUATE</td>
</tr>
<tr>
<td>Application Fee</td>
<td>20</td>
</tr>
<tr>
<td>General Fees (per annum)</td>
<td>320</td>
</tr>
<tr>
<td>Students’ Union Membership Fee (per annum)</td>
<td>10</td>
</tr>
<tr>
<td>TOTAL</td>
<td>350</td>
</tr>
</tbody>
</table>

Notes:
(a) For Science & Technology Programmes in which there are lab-based modules, a Laboratory Fee of US$100 is charged per annum.

(b) Upon submission of their thesis in the final year, students from SADC member countries registered on MPhil/PhD programmes are required to pay a Thesis Fee of US$340.

**Tuition Fees**

<table>
<thead>
<tr>
<th>PROGRAMME TYPE</th>
<th>FACULTY/CLUSTER</th>
<th>TUITION FEES (US Dollars)</th>
</tr>
</thead>
<tbody>
<tr>
<td>MPhil /PhD by Research</td>
<td></td>
<td>1 700 per annum</td>
</tr>
<tr>
<td>Taught Postgraduate Programmes</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Science &amp; Technology</td>
<td>Agriculture; Engineering; Science; Lifelong Learning Cluster</td>
<td>125 per credit</td>
</tr>
<tr>
<td>Non-Science &amp; Technology</td>
<td>Social Studies &amp; Humanities</td>
<td>110 per credit</td>
</tr>
<tr>
<td></td>
<td>Law &amp; Management</td>
<td></td>
</tr>
<tr>
<td></td>
<td>MBA - 15 Months F/T (total tuition fees)</td>
<td>6,000</td>
</tr>
<tr>
<td></td>
<td>MBA - 2 Yrs P/T</td>
<td>3 000 per annum</td>
</tr>
<tr>
<td></td>
<td>MSc International Business Management - 2 Yrs P/T</td>
<td>2 350 per annum</td>
</tr>
<tr>
<td></td>
<td>MSc e-Business - 2 Yrs P/T</td>
<td></td>
</tr>
<tr>
<td></td>
<td>MA Accounting and Finance -15 Months F/T (total tuition fees)</td>
<td>7 900</td>
</tr>
<tr>
<td></td>
<td>MSc Finance - 2 Yrs P/T</td>
<td>3 950 per annum</td>
</tr>
<tr>
<td>UG Degree &amp; Diploma/Degree Programmes</td>
<td></td>
<td>1 450 per annum</td>
</tr>
<tr>
<td>UG Diploma &amp; Certificate Programmes</td>
<td></td>
<td>1 200 per annum</td>
</tr>
</tbody>
</table>

17.3 Fees for Students on Short-Term Projects at the University of Mauritius

The following fee structure is applicable to international students and Mauritian students registered with foreign universities coming to the University of Mauritius for study, research, training or other academic purposes over one semester or part thereof:

17.3.1 General Fees

(i) Registration, Sports & Games, Network Service and Students’ Union Membership Fees to be paid in full.

(ii) Library Fees to be paid at the rate of 50% of the annual fees applicable to international students. The same rate shall be charged for Laboratory and Examination Fees, if the latter are applicable.
17.3.2 Tuition Fees

Tuition Fees, if applicable, shall be payable on a pro-rata basis depending on the number of modules taken.

17.3.3 Research Project Fees

These fees are applicable to international students undertaking short-term research projects at the University.

(i) A Project and Supervision Fee of US$600.

(ii) The cost of chemicals and of other specialised materials required by the international students for their short-term research projects would have to be borne by the latter. For this purpose, a cost estimate of the required chemicals and/or other specialised materials would have to be submitted by the local supervisor prior to the approval of the student’s project.

17.4 Miscellaneous

In addition to the above general requirements, special requirements are prescribed for admission to particular programmes.

The medium of teaching is English, but some programmes have a few modules taught in French.

Fees are payable yearly in advance.

International students should be prepared to finance the entire period of proposed study from personal funds or funds from other sources, as the University offers no scholarship/financial aid.

The University is non-residential. International students would need about 9 000 Mauritian Rupees (approx. 300 US$), per month, for accommodation and living expenses and about 3 000 Mauritian Rupees, per annum, for purchase of books, etc.

Applications are made on prescribed forms obtainable at the University around March and these must be returned to the Admissions and Student Records Office of the University, enclosing photocopies of birth and educational certificates together with a non-refundable Application Fee of 20 US$ by the closing date for submission which is normally around March-April each year.

International students securing a seat at the University will be required to produce a medical certificate from their own countries attesting that they are free from infectious diseases, and they may be asked to undergo a medical check-up at the students’ own cost in Mauritius.

The University makes the necessary arrangements with the Passport & Immigration Office in Mauritius for entry visa and residence permits for international students who are offered admission on full-time programmes. International students would be required

(c) to complete an “application to enter Mauritius” form
(d) to submit photocopy of first five pages of their passport
(e) to provide evidence of adequate funds to meet costs of studies and stay in Mauritius and
(f) to submit a statement undertaking that they will not engage themselves in gainful activities during the period of their studies.

The University does not take the responsibility of prospective students’ families.

**Note:** Application for residence permit in respect of international students, who intend to follow part-time programmes at the University of Mauritius, will not be considered by the Local Authorities in Mauritius.
CHAPTER 18
ASSISTANCE TO STUDENTS AND SCHOLARSHIPS/PRIZES

18.1 Assistance to Needy Students

Students may avail themselves of the facilities of the various Schemes existing at the University namely:

(i) SSR Foundation Fund Loan Scheme

This Scheme provides interest-free loans to students following full-time programmes at the University and who need financial assistance to pursue their studies.

Relevant information about the Scheme and application forms are available at the Admissions and Student Records Office of the University.

(ii) The University Needy Students Fund

This Scheme is open to:

- Students who are enrolled on full-time Programmes at the University and who are not beneficiary of any grant or scholarship
- Students whose parents are recipients of social security benefits
- Students from low-income families
- Students in unexpected personal difficulties

Students who wish to be considered for the above Scheme should personally write to the Registrar. A Committee, comprising of representatives of Students’ Union and the Registrar’s Office, is set up to consider all the requests and make appropriate recommendations.

(iii) Trust Fund for Social Integration of Vulnerable Groups

The Trust Fund for Social Integration of Vulnerable Groups operates a Scheme, which provides concessionary loans through the Development Bank of Mauritius to students facing financial difficulties. Application forms are available at the Admissions and Student Records Office of the University.

18.2 Scholarships/Bursaries

No student can hold more than one award (scholarship/bursary) concurrently.

18.2.1 Postgraduate Studies

Postgraduate Scholarships awarded by the University of Mauritius

There may be one University of Mauritius postgraduate scholarship per Faculty per year, to the value of Rs 9 500 per month for MPhil and Rs 10 500 per month for PhD, all inclusive, tenable at the University only. The duration of the Postgraduate Scholarship shall be of up to two years for MPhil and an additional 2 years upon transfer from MPhil to PhD. An extension of six months may also be granted subject to satisfactory progress reports.

The postgraduate scholarship will be awarded to the best student (on the final year of a degree programme) on the basis of overall performance throughout the three or four years of the degree programme. A postgraduate scholarship cannot be postponed by a scholar to another academic year.
A scholar from a particular Faculty may undertake postgraduate studies/research in any Faculty of her/his choice at the University of Mauritius.

When a postgraduate scholar from a Faculty prefers to follow a part-time taught Master’s Programme instead of undertaking an MPhil/PhD by research, the postgraduate scholarship awarded to her/him will be shared equally with the next best graduate from the same Faculty, who also wishes to follow a part-time taught Master’s Programme or a part-time MPhil Programme. The monthly stipend of Rs 9 500 will be split equally between the two scholars for the normal duration of the programmes and tuition fees and general fees will also be waived. The monthly stipend of Rs 9 500 for MPhil and Rs 10 500 for PhD may also be split between two part-time scholars for the normal duration of the programmes.

Postgraduate Scholarships from the Mauritius Sugar Industry Research Institute

Two MSIRI Scholarships for postgraduate research leading to MPhil/PhD degree of the University are awarded as and when available. Selection is conducted by a joint UoM/MSIRI panel. The research project is undertaken at the MSIRI on a selected topic within their research programme in the following subjects: (a) Crop Research or Biotechnology (b) Sugar Engineering or Sugar Technology. These Scholarships are of two to three years’ duration and are re-awarded when their recipients have completed their degree. The MSIRI meets the cost of research and the awardees receive a monthly stipend of Rs 9 000 and a monthly allowance of Rs 1 000 for refund of other expenses.

18.2.2 Undergraduate Studies

- **Bursaries awarded by the University of Mauritius**

There may be two bursaries per Faculty per year of study: one per year of study for degree stream students and the other per year of study for diploma stream students. The bursaries shall be granted on merit after yearly assessment and the value of each bursary will be Rs 7 000 all inclusive. At the end of the Diploma/Degree programmes, the bursaries will take the form of a cash award.

- **Bursaries awarded by the University of Mauritius to School Leavers ranked after Laureates**

Bursaries are awarded to school leavers who are ranked after the 2005 laureates. The bursary holders will be exempted from payment of General Fees (i.e. Library, Examinations, Sports and Games, Network Service and Laboratory Fees). However, the beneficiaries will be required to pay the Registration and Students’ Union Membership Fees amounting to a total of Rs 1 200.

The Bursary must be taken in this year and may not be postponed.

It is understood that the awardees will not concurrently hold another scholarship or bursary during their studentship at the University of Mauritius. They will have to forfeit one of the awards.
The Mauritius Sugar Authority Scholarships

The Mauritius Sugar Authority has agreed to grant Scholarships to up to eight University students who have enrolled with the University of Mauritius to follow undergraduate programmes subject to the following conditions:

(i) the student must be able to demonstrate that s/he is the child of a planter cultivating less than 25 arpents or a worker employed in the sugar industry or a worker who has retired from the sugar industry;

(ii) the student must be accepted and registered by the University of Mauritius for a programme which shall not be less than 3 years;

(iii) only those who undertake studies in subjects directly relevant to sugar production, sugar engineering, sugar cane growing and the agricultural sector shall be entitled to an allowance;

(iv) every year 8 students will be chosen and they will receive an allowance of Rs 1 000 per month for a period not exceeding three years; and

(v) the allowance would be forfeited in case the student leaves the University of Mauritius or is not successful in her/his exams.

The Soomunth Balgobin and Maya Luchman Balgobin Trust Scholarship

Two scholarships may be awarded each year for undergraduate studies.

The scholarships will be tenable either at the University of Mauritius or the University of Technology Mauritius or any other tertiary educational institution as approved by the Trustees and will be for a maximum period of three academic years.

The scholarships will be renewable yearly subject to the following conditions:

- Satisfactory performance at the end of each academic year;
- Be a regular full time student at the University;
- Good behaviour

as evidenced by a certificate from the institution where the scholar is following tertiary education.

The scholarships of a maximum value of Rs 2 000 monthly to cover expenses will be awarded to each scholar.

The following conditions will also be attached to the scholarships:

- The beneficiary should not be benefiting from any other scholarship;
- The Trust may terminate the scholarship if the academic performance or conduct of the scholar proves unsatisfactory;
- The allowance will be effected on receipt of an ‘attendance certificate’ from the University at the end of each month;
- The monthly allowance will be credited directly into a Bank Account at the State Bank of Mauritius Réduit branch (which the beneficiary of the scholarship will be required to open);
- The scholar should immediately notify the University in case of withdrawal from the course.

The University of Mauritius and the University of Technology Mauritius will be requested to submit the names of 2 best students each who have secured a seat at the University and can prove that they are needy. Proof of hardship cases must be evidenced by a certificate from the Ministry of Social Security and National Solidarity.
The Trustees will draw a shortlist of two firm and two alternate candidates who will be offered the scholarships. However, the Trustees will not be bound by the list submitted by the Universities and the decision of the Trustees will be final.

- **The Mauritius Portland Cement Bursary**

The Mauritius Portland Cement Bursary will be offered to a student wishing to do the following degree: BEng (Hons) Civil Engineering.

The bursary will cover all academic and registration fees as well as expenses for the purchase of textbooks, transport and other miscellaneous expenses.

- **The Esso Scholarship**

Two scholarships to the value of Rs 6 000 each (per annum) are offered to the two best students preferably in the field of Economics or Business Studies. The two students receive funds on a monthly basis.

- **Food and Allied Group Scholarship Scheme**

A Scholarship will be awarded to the best pre-final year student in each Faculty. The terms and conditions of the Scholarship are as follows:

(i) One scholarship per Faculty per year.

(ii) Annual value of Rs 6 000 to be disbursed monthly.

(iii) The scholarship will be awarded for the best pre-final year performance at each Faculty irrespective of course.

(iv) It is understood that the awardee will not concurrently hold another scholarship or bursary during that year.

- **Mauritius LSE Society Trust Fund Scholarship**

The Scholarship will be awarded to the two best students of the Diploma in Social Work who are proceeding to the third year of the programme.

The Scholarship will be maintained in the fourth year as well, subject to satisfactory progress of the student in the third year.

The terms & conditions of the Scholarship are as follows:

(i) Two Scholarships of Rs 12 500 each to the two best students.

(ii) Any student, whose tuition fees are being paid by her/his employee or sponsor is not entitled to the Scholarship.
• **President’s Award for Rodrigues**

Under the President’s Award, one scholarship is offered every year to a Rodriguan student having studied Forms IV to VI in Rodrigues for undergraduate studies tenable at the University of Mauritius, fully financed by Government.

Candidates applying for the scholarship may apply for a programme of their choice but preference is given to those opting for a programme within the priority fields of study.

• **Scholarships in Science-related subject for Rodrigues**

With a view to encouraging more students to pursue tertiary education in the field of science, two scholarships (financed by Government) are offered to Rodriguan students for studies in a science-related subject at the University of Mauritius.

**Benefits**

The scholarships presently cover:

(i) return airfare;
(ii) a monthly subsistence allowance of Rs 6 500; and
(iii) exemption from university registration fees.

**Selection**

The selection of candidates is carried out by the High Powered Scholarships Committee of the Ministry of Education and Human Resources.

• **Mauritius Commercial Bank Rodrigues Scholarship Scheme**

MCB offers a scholarship annually to a full-time student of the University of Mauritius. The student should be a resident of Rodrigues, and registered at the University of Mauritius for a degree programme of three or four years.

18.3 **Prizes and Medals**

*All Faculties*

• **Chung Tick Kan Postgraduate Research Prize for Industrial Development**

Two Prizes of Rs 12 000 and 1 Gold Medal each are awarded every two years, one to the best pure research project and the other to the best applied research project.

• **Independence Gold Medals**

Five Independence Gold Medals made available annually by the State Bank of Mauritius will be awarded to the best student in each of the five Faculties.

• **The Mahinder Kumar and Usha Rani Jain Gold Medal**

The Gold Medal will be awarded to the best final year undergraduate student of the University.
Faculty of Agriculture

- **The Burrenchobay Memorial Prize**

  This prize shall be in the form of cash, books or medal or in such manner as the Senate may decide. The award shall be made to the student who has attained the highest standard in the Degree in Agriculture Programme at the Faculty of Agriculture.

- **Shri Motilall Jugessur Gold Medal**

  One medal is awarded yearly to the student in the Faculty of Agriculture having produced the best BSc Final Year project.

- **MSIRI Medal**

  One Medal is awarded each year to the best student having scored a First Class Honours at Final examinations in the Faculty of Agriculture.

Faculty of Engineering

- **The Toyota Prize – donated by the Beechand Company Limited**

  A cash prize of Rs 15 000 will be awarded yearly to the best final year student on the following Programmes in order of priority:

  - BEng (Hons) Mechanical Engineering
  - BEng (Hons) Mechatronics
  - BEng (Hons) Electrical and Electronic Engineering

- **The Mauritius Export Processing Zone Association (MEPZA) Prize**

  Award of a cash prize of Rs 5 000 to the best student of the MSc Quality Management Programme.

- **The New Island Clothing Prize**

  Award of a trophy to the best final year student of the BSc (Hons) Textile Technology Programme.

- **Professor Jawaharlall Baguant Memorial Medal**

  The Professor Jawaharlall Baguant Memorial Medal (donated by the Faculty of Engineering) will be awarded with the following criteria:

  (i) The medal would be awarded to a first year student of any Engineering Degree Programme having earned the highest Cumulative Point Average (CPA) and having earned a minimum of 15 credits per Semester.

  (ii) In the case of *ex-aequo*, the individual results would be considered, and the student having earned the highest average for the following common modules would be awarded the medal:

  - CSE 1010 - Introduction to Information Technology
  - COMS 1010 - Communication Skills
  - MATH 1111 - Mathematics I
• Mrs L F Lim Fat Gold Medal

The Gold Medal is awarded to a student in the Faculty of Engineering on the basis of her/his academic performance as well as her/his general contribution to the life of the University.

• Shri Motilall Jugessur Gold Medal

One medal is awarded yearly to the student in the Faculty of Engineering having produced the best BEng Final Year project.

• MSIRI Medal

One Medal is awarded each year to the best student having scored a First Class Honours at Final examinations in the Faculty of Engineering.

• Richfield Tang Knits Ltd Prizes

Prizes are awarded to the BSc (Hons) Textile and Fashion Design students as follows:

(i) A trophy to the best final year student on the programme;
(ii) A trophy to the final year student having produced the best portfolio/collection;
(iii) A shield including several badges bearing the names of the best graduate in Textile and Fashion Design for each academic year as from the year 2006, to be displayed by the Faculty.

Faculty of Law and Management

• Cash Prize for the Diploma in Accountancy Final Examination

This cash prize of Rs 500 from the Association of Accountants of Mauritius will be awarded to the student who obtained first place at Distinction Level in the final examinations of the Diploma in Accountancy.

• Madame Jeanne Ah-Chuen Memorial Prize

This cash prize to the value of the annual interest accrued on the capital will be awarded to the best student on the BSc (Hons) Accounting and Finance.

• The Association of Human Resource Professionals Prize

This prize (one shield or in case of ex-aequo, two or more shields) is awarded to the student/s ranked first on the MSc Human Resource Studies Programme.

• The International Financial Services Ltd Prize

A cash prize of Rs 10 000 will be awarded to the undergraduate student having produced the best Dissertation in Finance in the Faculty of Law and Management.

• KPMG Prize of Excellence

A shield and an award of Rs 10 000 will be awarded to the best graduate of the Department of Finance and Accounting.
• **The State Bank of Mauritius Ltd Prize**

A scholarship of Rs 12,000 will be awarded to the best student of first or second year of the Department of Finance and Accounting.

• **Mauritius Telecoms Group Prize**

A shield and a set of specialised books to be awarded to the best student in the final year of the MSc e-Business Programme.

• **Esso Mauritius Ltd Prize**

A cash prize of Rs 8,000 to be awarded to the best student in the final year of the MBA Programme and Rs 5,000 to the best student of the final year of the Diploma in Occupational Health and Safety Programme.

When there would be no final year cohort for either of the above Programmes, the cash prize/s would go to the best students in the current streams.

• **Sun Resorts Ltd Prize**

A trophy to be awarded to the best student of the final year of the MBA Programme.

• **Gamma-Civic Ltd Prize**

Four cash prizes of Rs 5,000 each to be awarded to the best students of the MBA, MBA (Marketing), MSc Marketing Management and BSc (Hons) Management Programmes.

• **Air Mauritius Ltd Prize**

The medals (total value of approximately Rs 4,000) to be allocated to the best students of the MSc Marketing Management and BSc (Hons) Tourism, Leisure and Recreational Management Programmes.

• **Shell Mauritius Ltd Prize**

Book prizes to be awarded to the best students of the BA (Hons) Law and Management Years/Levels I, II and III programmes.

**Faculty of Science**

• **Peter Busk Memorial Prize**

This prize, in the form of books or cash, shall be awarded to the best student of Diploma/ BSc(Hons) Biomedical Sciences Year II Programme.

• **The City Clinic Gold Medal and Cash Prize**

A gold medal and cash prize of Rs 4,000 will be awarded to the best and second best student of the BSc (Hons) Medical Science Final Year Programme annually.
• The Jagadish and Pushpawatee Manrakhan Gold Medals in Mathematics and Medical Studies or Medicine

A J & P Manrakhan Gold Medal is awarded each year in Mathematics to the best graduate in the subject, as decided upon by Senate, on the recommendation of the relevant Faculty Board.

Where a ‘Single Honours’ Mathematics Programme does not exist, the medal will be awarded for the best performance in Mathematics in a combined Honours Programme where Mathematics counts as the Main subject; otherwise it shall be based on the best performance in Mathematics in a Joint Honours Programme where Mathematics counts as at least half of the total.

A gold medal will also be awarded annually to the best graduate of the University in Medical Studies or Medicine.

• The Compagnie Agricole de Labourdonnais Gold Medal

A gold medal will be awarded by the ‘Compagnie Agricole de Labourdonnais’ annually to the best final year Biology student.

• Shell Mauritius Ltd Cash Prize and Gold Medal

A cash prize of Rs 10 000 and a gold medal will be awarded annually by ‘Shell Mauritius Ltd’ to the best final year Chemistry student.

• Cinq Plus Prize and Gold Medal

A cash prize of Rs 5 000 and a gold medal will be awarded annually to the best final year Physics student.

• Professor Abdus Salaam Gold Medal

The Ahmadiyya Muslim Association will award a Gold Medal to be known as the ‘Professor Abdus Salaam Gold Medal’ to the best student who obtains a First Class Honours in the BSc (Hons) Physics.

• The Jugdutt Memorial Award of Excellence for Higher Education

An engraved medal or plaque plus cash award or books as the Senate may decide will be awarded to the graduating student with superior academic achievement in the Faculty of Science.

Faculty of Social Studies and Humanities

• The Mauritius Council of Social Services Award

A gold-plated award, bearing the name of the awardee, is made by MACOSS to the best student in the final examinations for the Diploma in Social Work programme.

• The Nadeem Peerbocus Memorial Prize

The Hassam Toorawa Trust will award a yearly cash prize of Rs 1 000 to be known as “The Nadeem Peerbocus Memorial Prize” to the best student on the BA (Hons) French Year I.

• The Elvet Prize

The Elvet Prize is awarded to the best final year student in English.
• **Bank of Mauritius Prize**

A Cash Prize of Rs 25,000 will be awarded to the best student of the MSc Applied Economics Programme specialising in Banking & Finance.

• **Bank of Mauritius Gold Medal**

A Gold Medal will be awarded to the student scoring a distinction in the MSc Applied Economics Programme irrespective of the field of specialisation.

• **The Jagadish and Pushpawatee Manrakhan Gold Medal in English**

A J & P Manrakhan Gold Medal is awarded each year in English to the best graduate in the subject, as decided upon by Senate, on the recommendation of the relevant Faculty Board.

Where a ‘Single Honours’ English Programme does not exist, the medal will be awarded for the best performance in English in a combined Honours Programme where English counts as the Main subject; otherwise it shall be based on the best performance in English in a Joint Honours Programme where English counts as at least half of the total.

• **The Poonsamy & Petchaye Parsuramen Gold Medal**

The Gold Medal will be awarded to the best final year student from any of the following three programmes:

- BSc (Hons) Economics
- BSc (Hons Economics & Finance
- BSc (Hons) Social Studies

**Mahatma Gandhi Institute**

• **The Mohunlall Mohith Foundation Award**

The Mohunlall Mohith Foundation Award is given to the best student in the field of Hindi according to the following criteria:

(i) The award, of a value of Rs 25,000, will be made to the best student of the Mahatma Gandhi Institute-University of Mauritius BA (Hons) Hindi Final/BA (Hons) Hindi with Education Final with a First Class and who is enrolled on the MA Hindi Programme offered by the Mahatma Gandhi Institute and the University of Mauritius in the following academic year.

(ii) Should the best student not be enrolled on the MA programme, the next best graduate, with a first class, enrolling on the MA Programme will become the beneficiary.

(iii) In case of *ex-aequo*, the award will be shared equally.

(iv) If the Programme offered by the Mahatma Gandhi Institute and the University of Mauritius is not available in a particular year, consideration may be given to make the award to the best candidate with a First Class who is attending an MA Hindi Programme at a recognized tertiary education institution in India in that year.

(v) The award should be made in two instalments.
• **The Marcel Lagesse Memorial Prize**

The Marcel Lagesse Memorial Prize instituted by the Rotary Club of Port-Louis is awarded to the best student in the field of Fine Arts according to the following criteria:

(i) The prize will be awarded to the best student of the Mahatma Gandhi Institute-University of Mauritius BA (Hons) Fine Arts final having obtained at least a Second Class First Division.

(ii) The prize will be shared equally, in case of *ex-aequo.*

**SSR Medical College**

**Professor I Fagoonee Trophy**

Two trophies will be awarded annually, one to the male and the other to the female graduate of the SSR Medical College having the best overall academic record.
CHAPTER 19

THE STUDENTS’ UNION

The Students’ Union, established in 1971, is the official organisation of the students of the University. It is run for students by the students under its own constitution and is the centre of student non-academic activities.

The two main functions of the Union are:

(i) to act as the representative body in all matters concerning the students; and

(ii) to promote and provide for the welfare and the social, cultural and educational activities of the students.

All students whether enrolled on a full-time or part-time basis are members of the Union. A membership fee of Rs 200 is payable at registration. The revenue of the Union also includes a grant from the University.

The Executive Committee of the Union is made up of four office-bearers elected from among the students and one elected representative from each of the five Faculties. The office-bearers are elected by all registered students of the University whereas the Faculty’s representatives are elected by students of each Faculty. The policy and actions of the Union are determined by the Executive Committee with the ultimate authority resting in the decisions of general meetings. The administrative business and all other activities take place at the Students’ Centre.

The Union is empowered to recognise and finance students’ societies dealing with recreational activities as well as those that deal with academic subjects and those that cover topics of concern to the students.

It has its own web page and a radio campus through which it communicates with the student community.

The University has a close relationship with the Students’ Union and seeks wherever possible, to involve the Students’ Union in its decision making processes. Student involvement is achieved at a number of levels. Students are represented at different University Committees namely the Council, Senate, Teaching and Learning, the Discipline Committee, Appeals Committee, Student Progress and Complaints Committee, Faculty Boards, Programme Boards of Studies, Library, Sports, Safety and Health and Cafeteria Supervisory Committee. This provides them with direct knowledge of and influence on the development of policies and procedures relating to teaching and learning and their welfare.
CHAPTER 20
STUDENT PROGRESS AND COMPLAINTS COMMITTEE

20.1 Terms of Reference

(i) To consider appeals or representations from students whose registrations have been terminated normally on the grounds of:

(a) procedural irregularity at the Faculty/ Centre/ Cluster Board;
(b) new evidence, which could not have been available at the Faculty/ Centre/ Cluster Board;

(ii) To permit those students whose appeals are allowed to remain in the University to proceed with their studies subject to such conditions as the Committee may impose.

(iii) To consider cases of students whose registrations have not been terminated but who are appealing against other decision(s) of the Faculty/ Centre/ Cluster Board;

(iv) To consider complaints from students pertaining to their Programmes of Studies (excluding review of examination scripts).

20.2 The Committee will not normally consider cases of students who have reached the end of the maximum allowable period of study.

20.3 The Student Progress and Complaints Committee reports directly to Senate subject to section 20.9.12.

20.4 Composition of the Student Progress and Complaints Committee

The Student Progress and Complaints Committee (SPCC) will comprise the following members for a period of 2 years:

| Pro-Vice-Chancellor (CD&DE) | Chairperson |
| Two Deans of Faculty not involved in the case(s) nominated by the Vice-Chancellor | Members |
| Three members of the academic staff appointed by Senate | Members |
| Students’ Representative on Senate/ CD&DE/ Discipline Committee (in order of priority) | Member |
| Registrar’s Representative | Secretary |

20.5 The Committee shall have the power to co-opt other member(s) of staff of the University, or other person(s), as the Committee considers appropriate.

20.6 The Chairperson of the Committee is empowered to decide which items of business should be reserved items.

20.7 The quorum for the Committee shall be four.

20.8 Neither the Dean/ Director of the relevant Faculty/ Centre nor any other member directly related with the student’s studies shall participate in or be present at the decision of the Committee. S/he may provide information and respond to questions by the Committee.
20.9 Operational Guidelines for the Student Progress and Complaints Committee

20.9.1 All appeals and complaints by students shall be made in writing to the Registrar who will forward them to the Chairperson of the Student Progress and Complaints Committee.

20.9.2 Complaints pertaining to Programmes of Studies should be forwarded to the Registrar’s Office before the start of examinations.

20.9.3 The Chairperson of the Student Progress and Complaints Committee reserves the right to refer appeals or complaints to other instances as appropriate, e.g. Faculty/ Centre/ Central Administration (VC, Registrar as appropriate).

20.9.4 The student should submit the following documents:

(i) a written statement giving full details of her/his case to be considered;

(ii) documentary evidence to support her/his case under consideration, e.g. any extenuating circumstances, which the student thinks may have affected her/his performance.

20.9.5 A written acknowledgement should be sent to the student by the Registrar’s Office within two weeks after receipt of the letter from the latter.

20.9.6 The outcome(s) or any action(s) to be taken in case of appeals or complaints referred and dealt at instances other than the SPCC, should be notified to the Chairperson of the Student Progress and Complaints Committee, within fifteen days of referral of the case, for appropriate and necessary action.

20.9.7 All appeals and complaints of students that cannot be dealt at Faculty/ Centre/ Central Administration (VC, Registrar as appropriate) level and appeals and complaints dealt unsatisfactorily by the latter will be considered by the Student Progress and Complaints Committee.

20.9.8 The Student Progress and Complaints Committee may give a hearing to the student, if necessary. The student may also be called for a hearing when her/his case has been referred to other instances. No member directly related with the student’s appeal(s) or complaint(s) shall participate in or be present at the deliberation. S/he may however provide information and respond to questions.

20.9.9 After consideration of the case, the Student Progress and Complaints Committee may make one of the following decisions:

(i) the student be permitted to proceed with her/his studies with or without conditions;

(ii) the student be required to withdraw permanently;

(iii) the student be permitted to repeat her/his year of study;

(iv) remedial action(s) be taken by Central Administration (VC, Registrar as appropriate) or Dean/ Director of the Faculty/ Centre;

(v) not entertain the complaint.

20.9.10 The recommendation(s) of the Student Progress and Complaints Committee regarding progress of students will be forwarded to Senate for approval.

20.9.11 Students shall have no right to appeal against the recommendation(s) of the Student Progress and Complaints Committee as approved by Senate.
20.9.12 The recommendation(s) of the Student Progress and Complaints Committee regarding complaints of students against staff will be forwarded to the Vice-Chancellor for appropriate action.

20.9.13 Students submitting frivolous complaints (e.g. unsubstantiated allegations) may be referred to the Discipline Committee for appropriate action.
COMMITTEES ON WHICH STUDENTS ARE REPRESENTED

Membership of Council
The Pro-Chancellor as Chairperson
The Vice-Chancellor
The Pro-Vice-Chancellors
A Dean of Faculty to serve by rotation
An elected representative of the academic staff of the University
An elected representative of the non-academic staff of the University
An elected representative of the students of the University
Prime Minister’s Nominees

Membership of Senate
The Vice-Chancellor - Chairperson
The Pro-Vice-Chancellors
The Deans of Faculty
One Departmental Head from each Faculty to be nominated by the Faculty Board
The Chief Librarian
All Professors of the University holding appointment on the permanent and pensionable establishment
Three persons associated with research or teaching nominated by the Senate
Three persons appointed by Council
One representative of the Students’ Union
In Attendance: Directors/ Principals of Partner Institutions, Directors of Centres (VCILT, CITS, CPDL), Director Quality Assurance, Budget Director
Registrar’s representative as Secretary

Membership of Teaching and Learning Committee
Pro-Vice-Chancellor (T&L) as Chairperson
Deans of Faculty
Directors/ Principals of Partner Institutions (MIE, MGI, SSR Medical College, SAC)
Directors of Centres (CPDL, VCILT, CITS)
Director, Quality Assurance
Students’ Representative from Senate
In Attendance: Representative of Admissions and Student Records Office, Administrative Assistants of all Faculties
Co-opted members as and when required
Administrative Assistant (Pro-VC/ Registrar’s Office) as Secretary

Membership of Discipline Committee
Two Deans nominated by Vice-Chancellor, one of them to be elected as Chairperson
Three Members not being students appointed by Senate
Two Students’ Union Representatives appointed by Senate
Membership of Appeals Committee

A Pro-Vice-Chancellor - Chairperson (to be nominated by the Vice-Chancellor)
Three Senate members not being students appointed by Senate
The Students’ Representative on Senate

Membership Faculty Board

Dean of Faculty - Chairperson
The Chief Librarian or Representative
All Professors of the Faculty
All Heads of Department of the Faculty
One Representative from each Department of the Faculty
The Students’ Representative
Administrative Assistant as Secretary

Membership of Library Committee

Chief Librarian - Chairperson
One Representative from each Faculty
A Representative of Library
One Students’ Union representative from each Faculty
Librarian or representative of Mauritius Sugar Industry Research Institute
A representative of the Ministry of Agriculture and Natural Resources
A representative of the Mauritius Institute of Education
The Director or Appointee of Mauritius Institute
The Chief Archivist or Representative
A representative of the Mahatma Gandhi Institute

Student Progress and Complaints Committee

Pro-Vice-Chancellor (T&L) - Chairperson
Two Deans of Faculty not involved in the case(s) nominated by the Vice-Chancellor
Three members of academic staff appointed by Senate
Students’ Representative on Senate/ T&L/ Discipline Committee (in order of priority)
Registrar’s Representative as Secretary

Departmental Programme Board of Studies

Head of the Department/ Unit Coordinator - Chairperson
All full-time academic staff of the Department/ Unit
Programme Coordinator(s)
Two student representatives (of whom at least one should not be in the final year) to be nominated by and from students undertaking the Programme
Administrative Assistant as Secretary

Interdisciplinary Programme Board of Studies

Dean/ Centre Director or representative where the Programme is or will be on offer - Chairperson
Head of the Department coordinating the Programme
All Heads of Department whose modules (excluding CSE 1010e and GEMs) will appear or appear clearly in the Programme Plan or their representatives
A minimum of four members of academic staff nominated by the Head(s) of Department, drawn from the principal participating Departments/ Units including Partner Institutions, in approximate proportion to the number of credits contributing or to be contributing to the Programme as per Programme Plan
Programme Coordinator(s)
Two student representatives (of whom at least one should not be in the final year) to be nominated by and from students undertaking the Programme
Administrative Assistant as Secretary

**Cafeteria Supervisory Committee**

Administrative Assistant - Chairperson
Representative of USU
Representative of Budget Director’s Office
Representative of UTU
Representative of UMASU
Services Superintendent
Managing Director of Cafeteria
Students’ Union Representative
Principal Executive Assistant as Secretary

**Sports Committee**

One Member of the Academic Staff - Chairperson
Administrative Assistant
Representative of Budget Director’s Office
Representative of University Staff Club
Representative of UMASU
Services Superintendent
3 Students’ Union Representatives
Sports Organiser
Sports Officer
## ACADEMIC DRESS

<table>
<thead>
<tr>
<th>Category</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Honorary Degrees</strong></td>
<td>Red gown with pointed cape type sleeves as follows:</td>
</tr>
<tr>
<td>Doctor of Civil Law</td>
<td>DCL Silver Grey</td>
</tr>
<tr>
<td>Doctor of Literature</td>
<td>DLitt Mid Blue</td>
</tr>
<tr>
<td>Doctor of Science</td>
<td>DSc Gold</td>
</tr>
<tr>
<td></td>
<td>Gold hoods lined with sleeve colour.</td>
</tr>
<tr>
<td></td>
<td>Black square cap with tassel coloured as sleeve.</td>
</tr>
<tr>
<td><strong>Doctor of Philosophy</strong></td>
<td>Maroon gown with pointed cape style sleeves.</td>
</tr>
<tr>
<td></td>
<td>Grey facings.</td>
</tr>
<tr>
<td></td>
<td>Black hood lined with grey.</td>
</tr>
<tr>
<td></td>
<td>Black brimmed academic cap with velvet crown.</td>
</tr>
<tr>
<td><strong>Master</strong></td>
<td>Dark green gown with cape sleeves.</td>
</tr>
<tr>
<td></td>
<td>Black hood lined for each Faculty/ Partner Institution as follows:</td>
</tr>
<tr>
<td>Agriculture</td>
<td>Green</td>
</tr>
<tr>
<td>Engineering</td>
<td>Yellow</td>
</tr>
<tr>
<td>Law and Management</td>
<td>Red</td>
</tr>
<tr>
<td>Science</td>
<td>Blue</td>
</tr>
<tr>
<td>Social Studies and Humanities</td>
<td>Beige</td>
</tr>
<tr>
<td>MGI</td>
<td>Fuschia</td>
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<tr>
<td>MIE</td>
<td>Rust Coloured</td>
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<tr>
<td>SAC</td>
<td>Orange</td>
</tr>
<tr>
<td>SSR Medical College</td>
<td>Light Blue</td>
</tr>
<tr>
<td></td>
<td>Black square cap with green tassel.</td>
</tr>
<tr>
<td><strong>Bachelor</strong></td>
<td>Black gown with pointed cape type sleeves.</td>
</tr>
<tr>
<td></td>
<td>Black hood lined according to Faculty/ Partner Institution Colour as for Master.</td>
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<tr>
<td></td>
<td>Black square cap with black tassel.</td>
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<tr>
<td><strong>Undergraduate</strong></td>
<td>Black gown with bell shaped sleeves.</td>
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<td>Black square cap with black tassel.</td>
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