

Kingdom of Saudi Arabia
Ministry of Education
Princess Nourah bint Abdulrahman University
University Vice Rectorate for Academic Affairs
Deanship of Student Affairs
Female Students' Rights Protection Unit



جامعة الأميرة نورة بنت عبدالرحمن
Princess Nourah Bint Abdulrahman University

Student Rights and Obligations Document

at Princess Nourah bint Abdulrahman University

Student Rights and Obligations

This document serves as an ethical and humanitarian framework that regulates the social relationship between the university and its students in terms of their rights and obligations. It fosters a spirit of love, kindness, and harmony, ensuring a stable academic and educational life for them and preparing them for the future.

This document is not a substitute for the existing systems but operates within the framework of the university's regulations and policies without contradicting them. Its aim is to inform university students of their academic and non-academic rights and obligations.

1. Rights:

Academic Rights of the Student:

- Provision of an appropriate university environment for high-quality learning in line with the university's mission.
- Access to all approved university regulations and policies, and being informed about how to obtain them.
- Choosing a suitable major according to the student's desire, capabilities, and qualifications, based on the grades, conditions, and available seats in the university's colleges and departments.
- Receiving academic materials and knowledge associated with the university courses being studied, as per their approved descriptions.
- Access to schedules, academic plans, and available majors at set times, preserving the student's right to register according to fair criteria when it's not possible to fulfill her desires.
- Issuance of a university ID card that validates her identity inside and outside the university.

- The right to drop or add courses, defer, or withdraw from a semester as per the university's academic calendar issued by the Admission and Registration Deanship.
- Faculty members must adhere to lecture times and office hours as announced, and not cancel lectures or change times except in case of necessity, with alternative lectures provided without conflicting with her schedule.
- Academic majors and plans should be outlined in approved study plans, indicating levels, teaching units, and graduation requirements.
- Notification before any decision affecting her is taken, including warnings and prohibitions from final exams, with an explanation of the reasons for such prohibitions.
- Not being subjected to more than two exams in one day, except in exceptional cases approved by the university council.
- The right to academic discussion and inquiries with faculty members within the bounds of appropriate behavior.
- University guarantees that exam questions will be within the scope of the course material, with a fair and logical distribution of grades for equitable evaluation of student capabilities according to scientific standards.
- Students should have access to all midterm and final exam results, with the right to request review and re-correction of final exams according to the regulations of the Study and Examinations Regulations.
- Issuance of a graduation certificate upon completion of graduation requirements as per university regulations within the timeframe specified by the Admission and Registration Deanship for delivering the document.

2. Non-Academic Rights of the Student:

- Respectful treatment that ensures dignity and personal respect, without exposure to threats, insults, or ridicule.
- Enjoyment of grants, scholarships, and financial loans according to the approved systems and regulations.
- Membership in student clubs, benefiting from their programs, and participating in their activities.
- Membership in student advisory councils if available, according to the rules governing them.
- Membership in academic societies registered at the university according to the rules governing them.
- Benefit from all services, activities, and facilities provided by the university as per the rules and regulations.
- Adequate health care provided by the university's hospitals and health centers.
- Eligibility for training programs, domestic and international trips, community participation, volunteer work according to the allowed number for each program or activity.
- The right to appeal in case of any issues according to the rules and systems, ensuring no penalties are imposed without hearing her side, except in cases where her absence from the investigation is deemed unacceptable, as per the Student Discipline Regulations.
- Notification before any decision affecting her is made, including warnings and prohibitions from final exams, adequately in advance, with an explanation of the reasons for such prohibitions.

- Confidentiality of personal information, maintaining her personal file's integrity, not handing it over except to concerned parties, and not disclosing or publishing its contents except as required by interest.
- Students with special needs have the right to adequate and appropriate services for their needs according to the prevailing rules and regulations.

3. Academic Obligations of the Student:

- Regular attendance and participation in the educational process according to university regulations and policies.
- Respect for all approved university regulations and policies and adherence to their implementation.
- Obligation to issue a university ID card, carry it at all times within the university, and present it to faculty members or security personnel when requested.
- Adherence to academic integrity, avoidance of cheating, and unauthorized copying in research and reports.
- Maintenance of academic materials, university books, and returning borrowed items on time.

4. Non-academic Obligations:

- Adherence to Islamic values, avoiding actions that violate religion, morals, or public decency within the university.
- Maintaining public order in the Kingdom, avoiding dubious situations, deviant ideas, malicious calls, corruption, sabotage, demonstrations within and outside the university.
- Dressing modestly within the university campus and adhering to the Islamic hijab when entering and exiting the university.

- Respecting the university's rules, regulations, and decisions, not circumventing or violating them to gain rights or benefits contrary to those regulations or decisions.
- Not damaging or tampering with university property and facilities, or participating in such actions.
- Activation of the official university email, ensuring its proper function, and regularly checking the university's website for announcements.
- Maintaining quiet and tranquility within university facilities, avoiding disturbances or unauthorized gatherings.
- Not disclosing any information about the university to newspapers, magazines, and other media.
- Not impersonating others.
- Not consuming food or beverages within lecture halls, laboratories, and university libraries.
- Respecting university staff, contractors, and guests, and not harming them verbally or physically.
- Not engaging in behavior that affects the university's reputation or academic and moral standing, both inside and outside the university.
- Strict discipline and adherence to the rules and regulations of university housing for resident students.