

Students' Rights

Part I: Explanations

Definitions

1. In this policy:

“Student union” is defined as the body elected by the students in accordance with the procedures described in Part IV.

“The Agency for Higher Education” refers to the Cyprus Agency for Quality Assurance and Accreditation in Higher Education.

“Institution” refers to the Pafos Innovation Institute (PII).

“Applicant” refers to an applicant to study at the Institution.

“Student” refers to a student at the Institution.

“Application for studies” refers to an applicant’s formal request to be accepted to study at the Institution.

“The Minister” refers to the Minister of Education of the Republic of Cyprus.

Part II: Basic Principles

Goal

2. The goal of this policy is to set out the principles regarding the rights of Cypriot and foreign citizens to achieve access to higher education in Cyprus.

The Right to Higher Education

3. All Cyprus citizens and residents have the right to an equal opportunity to be accepted to study at the Institution in order to obtain a higher education and a post-high-school education, in accordance with this policy. Foreign students can be admitted to studies at the Institution provided they comply with the necessary visa and migration regulations as required by the laws and relevant authorities of the Republic of Cyprus.

Ban on Discrimination

4. A. The Institution will not discriminate against applicants or students due to their ethnicity, country of origin, parents’ country of origin, socioeconomic status, religion, nationality, sex or place of residence in all of the following:
 1. Application and admission to study at the Institution;
 2. Admission to fields of study; and
 3. Admission to special study tracks.
- B. Application forms for academic programs will not require applicants to provide information regarding their country of origin, parents’ country of origin, religion or nationality.

Freedom of Expression for Students

5. Without prejudice to the rights granted by law, all students have the right to express their opinions, positions and worldview regarding the content of the study material and the values conveyed in it. This clause does not limit the Institution's right to organize the process of expressing one's opinions, positions or worldviews in order to guarantee the proper functioning of the educational process.

Freedom of Organization for Students

6. All students have the right to organize and demonstrate over any topic or issue, including issues related to students and their rights, in accordance with the rules that the Institution sets in its regulations.

Realization of Rights

7. The Institution will not prevent an applicant or student from realizing the rights described in parts II-V of this policy.

Publication of this Policy

8. A. The Institution will publicize the provisions of this policy at the beginning of the academic year on its website (if it has one), in its yearbook or handbook, and on bulletin boards in a central location at the Institution's facility.

B. The head of the Institution will bring this policy to the attention of all of the Institution's faculty members and administrative staff in writing at the beginning of each academic year.

Part III: Applying for Studies, Acceptance to Study at the Institution and Provisions Regarding Studies

Admission Criteria

9. A. The admission criteria the Institution sets will not discriminate against applicants and will be based on standards that the Institution sets for different areas of study and academic tracks.

B. Despite what is written above in clause 9A, the Institution has the authority to ease admission standards in order to facilitate access to higher education for applicants from certain sectors of the population, including from certain socioeconomic groups.

Application Fee

10. There is a fee of 100 Euro for applying to study. The amount mentioned in this clause will be linked to the consumer price index that the Central Bureau of Statistics publishes regularly.

Provision of Information by the Applicant

11. A. An applicant to the Institution will act in accordance with the Institution's requests and provide it with all documents and other information required for the Institution's application and admissions process, in accordance with the provisions of clause 4C.

B. The Institution will not make any use of the documents and information mentioned above in clause 11A other than that needed for the admissions process of the applicant or another use which has been approved by the applicant.

Right to Choose a Field of Studies

12. Applicants have the right to choose the field of studies in which they enroll, based on their personal inclinations and interests. They will not have to face restrictions and admission criteria that violate the provisions of this policy.

Student Card

13. The Institution or a student union acting on its behalf will issue a student card (hereinafter a student card) to each student at the Institution. The student card will serve as the student's identity card for realizing his or her rights in accordance with this policy.

Scholarships

14. Scholarships granted by the Institution will be awarded based on the criteria brought to the attention of the Institution's student body and of applicants to the Institution. In awarding scholarships, priority will be given to awarding financial aid based on socioeconomic criteria and academic achievement and scholarships based on excellence. The provisions of this clause are not intended to hinder the awarding of scholarships based on other criteria.

Exams and Papers

15. A. The Institution will publish the times of all final exams for different courses (hereinafter in this clause exams) around the time of registration for courses. All changes in the exam schedule will be brought to students' attention.
 - B. The Institution will make it possible for students to examine all exam booklets for exams they have taken and all final papers they have written after they were graded and their grades publicized. The students also have the right to receive a copy of them in exchange for the cost of producing a copy.
 - C. Students have the right to appeal their grades on exams or papers, as written in clause 15 B, and to examine exam booklets or papers prior to filing an appeal.

Right to Temporarily Suspend Studies

16. Students have the right to temporarily suspend their studies for a period of up to two academic years, without these years being counted in the number of years it takes to complete their studies. Students must inform the Institution of their decision to temporarily suspend their studies in accordance with the Institutions' operating procedures for doing so.

Behavioral Code and Disciplinary Regulations

17. The Institution will establish and publicize, in accordance with the provisions of this policy, a code of conduct for applicants and students regarding their studies at the Institution, including behavior during class and while at the Institution's facilities, as well as in the student dormitories. The code of conduct will include disciplinary regulation, including penalties for violating the code (hereinafter disciplinary infractions).

Disciplinary Committee and Appeals Committee

18. The Institution will establish a disciplinary committee and an appeals committee to conduct disciplinary proceedings and will publicize composition of the committees. The appeals committee will be composed of representatives of the Institution's faculty and student union; if the Institution does not have a student union, the committee will include representatives of the Institution's students.

Disciplinary Procedures, Right to Present One's Case and Right to Appeal

19. A. The disciplinary committee or an appeals committee will not convene without the

participation of the student whose actions are being considered unless the student waived this right in advance or was invited to the hearing and did not show up for reasons that are not justifiable.

- B. Neither applicants nor students will be convicted of a disciplinary offence before receiving the opportunity to present their case, in accordance with the Institution's procedures; and the students cannot, under any circumstances, be suspended from studies unless they receive the opportunity to present their case before a disciplinary committee and the right to appeal the decision to the appeals committee.

Part IV: The Student Union

Student Union Elections

20. The Institution will facilitate elections for a student union at the Institution at a set date in coordination with the Institution's administration.

Student Union Regulations

21. The student union will operate in accordance with the student union regulations that will be publicized to the Institution's entire student body and will be available for students to examine at the student union's office.

Part V: Commissioner of Student Complaints

Dean of Students

22. The Institution will appoint a Dean of Students who will handle student complaints. All applicants to and students at the Institution have the right to lodge a complaint with the Dean or another body at the Institution that is authorized to clarify complaints. The Dean will check and clarify all complaints that he or she receives and is obliged to respond to each complainant. The Dean is authorized to pass on his or her recommendations regarding the complaint to any authorized body at the Institution and also will report to the head of the Institution every year on his or her activities to clarify the complaints submitted that year.

Part VI: Political activities on campus

23. As an independent and apolitical institution dedicated to achieving outstanding education outcomes, the Pafos Innovation Institute is committed to fostering free, open and professional discussions among students and staff.
24. Use of institute's facilities and resources in support of political activity, candidate, party, referendum or political action that could give the appearance that the institute is supporting political activities is not permitted.
25. Students and staff are prohibited from organizing or intervening in any political campaigns or other political activities on campus, including in the premises of the cafeteria and student accommodation.
26. Student groups and organizations are also prohibited from participating in political activities. Moreover, Institute staff and faculty should not engage in political activity at official functions or through publications.

Part VII: Various Provisions

Validity

27. The provisions of this policy do not supersede the provisions of any other law of the Republic of Cyprus.

Implementation and Amendments

28. The Dean of Students is responsible for implementing this policy and has the authority to amend it in any way related to its implementation, provided that the amendments that effect the Institution are consistent with the laws of the Republic of Cyprus.

Date of Implementation

29. A. This policy will take effect on (date).