



**UNIVERSITIES AND
UNIVERSITY COLLEGES ACT 1971**

**UNIVERSITI SAINS MALAYSIA
(DESASISWA) RULES
2021**

UNIVERSITI SAINS MALAYSIA (DESASISWA) RULES 2021

The Universiti Sains Malaysia (Desasiswa) Rules 2021 was prepared by the Discipline Sub-Committee comprising the following members:

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ACKNOWLEDGMENT

Assalamualaikum warahmatullahi wabarakatuh and Greetings.

Alhamdulillah and praise be to the Almighty for with His Beneficence, the *Majlis Penggawa Desasiswa*, Universiti Sains Malaysia (USM) has successfully prepared The Universiti Sains Malaysia (Desasiswa) Rules 2021 in efforts to ensure that matters pertaining to students' discipline at all USM Desasiswa are efficiently and effectively governed.

The preparation of The Universiti Sains Malaysia (Desasiswa) Rules 2021 reflects the commitment of the Student Development Affairs and Alumni, and the *Majlis Penggawa Desasiswa* to provide up to-date guidelines to all residents of USM Desasiswa in particular, as well as USM students in general, regarding the Desasiswa Rules that they are subject to during their stay in USM as residents of the respective Desasiswa and as students of USM.

Pursuant to cogitations and recommendations arising from the *Makmal Pengurusan Desasiswa 2021 (Desasiswa Administration Workshop 2021)* organized by the University Housing and Accommodation Center (HAC) together with the *Majlis Penggawa Desasiswa* from 11th to 13th December 2020 at Parkroyal Penang Resort, Penang, the Disciplinary Sub-Committee resolved that any breach of rules at USM Desasiswa be subject to strict enforcement in order to educate students to be more aware and cognisant of the rules enforced within both the Desasiswa and campus precincts. As such, all rules and penalties contained in The Universiti Sains Malaysia (Desasiswa) Rules 2021 are not intended to punish but are designed for the common benefit of all students.

I sincerely hope that The Universiti Sains Malaysia (Desasiswa) Rules 2021 will prove beneficial to all parties involved in enhancing the quality of management at all USM Desasiswa. My sincere appreciations and gratitude are due to all parties involved in the preparation of this rules.

Thank you.



Professor Dr. Aldrin Abdullah

Deputy Vice-Chancellor

Student Development Affairs and Alumni

Universiti Sains Malaysia

UNIVERSITIES AND UNIVERSITY COLLEGES ACT 1971

UNIVERSITI SAINS MALAYSIA (DESASISWA) RULES 2021

In exercise of the powers conferred under Rule 35 (1), Universiti Sains Malaysia (Discipline of Students) Rules 1999 [P.U. (A) 266/1999], the Vice-Chancellor, hereby, makes the following rules:

PART I

PRELIMINARY

Citation and commencement

1. (1) These regulations may be cited as **Universiti Sains Malaysia (Desasiswa) Rules 2021.**
- (2) This regulation shall be deemed to have come into operation on the date approved by the University.

Objective

2. This regulation aims to provide complete, orderly and clear rules for implementing disciplinary action in all Desasiswa and to ensure that administrative enforcement actions in all Desasiswa are conducted in an orderly, efficient and effective manner.

Scope of Use

3. (1) This regulation shall be applied and be implemented by:
 - (a) Penggawa;
 - (b) Penolong Penggawa;
 - (c) Assistant Administrative Officer at Desasiswa; and
 - (d) Any other party as empowered by the Vice Chancellor.
- (2) This regulation shall be applied and read in conjunction with the following legal provisions:
 - (a) Universiti Sains Malaysia (Students Discipline) Rules 1999;

- (b) Constitution of Universiti Sains Malaysia; and
 - (c) Universities and University Colleges Act 1971;
- and shall include any amendments contained therein.

Interpretation

4. This rule, unless its context implies otherwise-

‘Desasiswa’ means desasiswa University or any other names denoting student accommodation as provided by the University including all existing Desasiswa in the following Universiti Sains Malaysia campuses:

- (a) Main Campus (including Sains@USM campus);
- (b) Health Campus;
- (c) Engineering Campus;
- (d) Advanced Medical & Dental Institute (AMDI); and
- (e) any area of the University that will be developed as, owned or rented by the University for use as student accommodation from time to time.

‘disciplinary offense’ means an offense under the Universiti Sains Malaysia (Discipline of Students) Rules 1999;

‘authorized person’ means any officer/staff or groups of officers/staff duly authorized/empowered or duly vested with the requisite powers/authority to act on behalf of the University;

‘Penggawa’ shall include Penolong Penggawa, Assistant Administrative Officer at Desasiswa and any other party as empowered by the Vice Chancellor.

‘resident student’ means a student permitted by the Desasiswa authority to domicile for an Academic Session(s) or for a specified period as determined by the University.

Fine

5. (1) Any student who breaches any of the provisions in the Universiti Sains Malaysia (Discipline of Students) Rules 1999 and/or Universiti Sains Malaysia (Desasiswa) Rules 2021 may be fined by the Penggawa Desasiswa as immediate disciplinary

punishment.

- (2) Any fine so levied must be paid within fourteen (14) days from the date the compound is issued.
- (3) The fine must be paid to the Bursar or his/her representative within the prescribed period after the compound is issued.

Appeal against the fine

6. Any fine imposed should be appealed to the Deputy Vice-Chancellor for Student Development Affairs and Alumni.

Amendment

7. The Vice-Chancellor may amend, repeal or revoke any provision in this Regulations from time to time.

PART II

DESASISWA: GENERAL OFFENSES

No.	Offense	Compound and/or Other Penalties
1.	Carrying/storing/possessing/drinking alcohol or other intoxicating drinks within any Desasiswa precinct.	Maximum penalty of RM50.00 imposed and/or Warning Letter issued or Disciplinary Action initiated under Universiti Sains Malaysia (Students Discipline) Rules 1999.
2.	Carrying/storing/possessing/abusing/trafficking drugs and/or <i>ketum</i> or any other drug/ <i>ketum</i> related paraphernalia within	Maximum penalty of RM50.00 imposed

	any Desasiswa precinct.	and/or Warning Letter issued or Disciplinary Action initiated under Universiti Sains Malaysia (Students Discipline) Rules 1999.
3.	Possessing/using chemical substances/drugs that are prejudicial to the safety of fellow residents and the security of the Desasiswa.	Maximum penalty of RM50.00 imposed and/or Warning Letter issued or Disciplinary Action initiated under Universiti Sains Malaysia (Students Discipline) Rules 1999.
4.	Gambling/betting or playing games of chance for monetary gain within any Desasiswa precinct.	Maximum penalty of RM50.00 imposed and/or Warning Letter issued or Disciplinary Action initiated under Universiti Sains Malaysia (Students Discipline) Rules 1999.
5.	Bullying/ threatening/committing physical and/or mental abuse against any individual within any Desasiswa precinct.	Maximum penalty of RM50.00 imposed and/or Warning Letter issued or Disciplinary Action initiated under Universiti Sains Malaysia (Students Discipline) Rules

		1999.
6.	Furnishing false particulars about oneself to the Desasiswa administration for any matters relating to the administration or operation of Desasiswa.	Maximum penalty of RM50.00 imposed and/or Warning Letter issued or Disciplinary Action initiated under Universiti Sains Malaysia (Students Discipline) Rules 1999.
7.	Being in close proximity in suspicious circumstances within the Desasiswa precinct.	Maximum penalty of RM50.00 imposed and/or Warning Letter issued or Disciplinary Action initiated under Universiti Sains Malaysia (Students Discipline) Rules 1999.
8.	Obstructing or not cooperating with any staff or any party that has been granted permission by the University to access any Desasiswa premise in performance of official duties.	Maximum penalty of RM50.00 imposed and/or Warning Letter issued.
9.	Failure to comply with any directives/instructions/notifications/statements issued by the Desasiswa or any party as permitted/authorized by the University.	Maximum penalty of RM50.00 imposed and/or Warning Letter issued.
10.	Bringing prohibited/non-halal food into any Desasiswa precinct which can upset the sensitivity of fellow residents.	Maximum penalty of RM50.00 imposed and/or Warning Letter issued.
11.	Smoking/smoking e-cigarettes/vaping and/or owning cigarettes/e- cigarettes/vape products and/or possessing related smoking paraphernalia /substances within any Desasiswa precinct.	Maximum penalty of RM50.00 imposed and/or Warning Letter issued.

12.	Indecently/provocatively attired without justifiable cause in any public area within the Desasiswa precinct.	Maximum penalty of RM50.00 imposed and/or Warning Letter issued.
13.	Performing dangerous acts such as climbing roofs/window ledges and the like at any Desasiswa premise.	Maximum penalty of RM50.00 imposed and/or Warning Letter issued.
14.	Any activity unrelated to the Desasiswa but is illegally conducted within any Desasiswa precinct without written permission/approval/authorisation from the Penggawa. Such activities may include but not be limited to selling, trading, collecting donations and the like.	a) Maximum penalty of RM50.00 imposed and/or Warning Letter issued. b) Goods for sale/donations etc may be subject to confiscation.
15.	Any resident residing outside the Desasiswa precinct or Campus area between 12.00 midnight until 6.00 am.	Maximum penalty of RM50.00 imposed and/or Warning Letter issued.
16.	Loss of Desasiswa room key.	Assessed compensation.
17.	Leaving/misplacing Desasiswa room key in room/in any other place.	RM5.00

PART III

STUDENT ACCOMMODATION IN THE DESASISWA

No.	Offense	Compound and/or Other Penalties
1.	Entering premises and/or room of the opposite gender within the Desasiswa precinct (except in places allowed by Desasiswa).	Maximum penalty of RM50.00 imposed and/or Warning Letter issued or Disciplinary Action initiated under Universiti Sains Malaysia (Students Discipline) Rules 1999.
2.	Allowing a non-resident student and/or outsider/trespasser to illegally access/trespass/be in the Desasiswa precincts between 12:00 midnight to 6:00 am.	a) Maximum penalty of RM50.00 imposed and/or Warning Letter issued or Disciplinary Action initiated under Universiti Sains Malaysia (Students Discipline) Rules 1999. b) Non-resident student and/or outsider/trespasser be directed to leave the Desasiswa precincts.
3.	Any resident student who allows a member of the opposite gender to enter his/her room.	Maximum penalty of RM50.00 imposed and/or Warning Letter issued or Disciplinary Action initiated under Universiti Sains Malaysia (Students Discipline) Rules 1999.
4.	Any resident student who allows outsider/trespasser to illegally squat in any Desasiswa room.	a) Maximum penalty of RM50.00 imposed and/or Warning Letter issued or Disciplinary

		Action initiated under Universiti Sains Malaysia (Students Discipline) Rules 1999. b) Outsider/trespasser be directed to leave the student's room.
5.	Any resident who allows any other student (resident or otherwise) to illegally squat in any Desasiswa room.	a) Maximum penalty of RM50.00 imposed and/or warning letter issued to resident student. b) Maximum penalty of RM50.00 per day imposed and/or Warning Letter issued to non-resident student and be directed to leave the student's room.
6.	Not switching off lights/fan when leaving the room.	Maximum penalty of RM50.00 imposed and/or Warning Letter issued.
7.	Not using a mattress cover at all times.	Maximum penalty of RM50.00 imposed and/or Warning Letter issued.
8.	Deliberately leaving the Desasiswa room untidy/dirty/smelly so as to cause discomfort to others.	Maximum penalty of RM50.00 imposed and/or Warning Letter issued.
9.	Changing the position of Desasiswa furniture or bringing in personal furniture into the Desasiswa room thus compromising/endangering the safety of other residents.	Maximum penalty of RM50.00 imposed and/or Warning Letter issued.
10.	Modifying walls/windows/furniture/fittings in the room without written permission from the Penggawa.	Maximum penalty of RM50.00 imposed and/or Warning Letter issued.
11.	Hanging any object on	Maximum penalty of

	windows/corridors/staircases and/or on any other unauthorized places within the Desasiswa precincts.	RM50.00 imposed and/or Warning Letter issued.
12.	Possessing/using a duplicate key or possessing/using a third-party room key without reasonable cause.	Maximum penalty of RM50.00 imposed and/or Warning Letter issued.
13.	Playing musical instruments/making noise and disturbing the peace.	Maximum penalty of RM50.00 imposed and/or Warning Letter issued.
14.	Organizing social activities such as parties that disturb the peace.	Maximum penalty of RM50.00 imposed and/or Warning Letter issued.
15.	Cooking in the Desasiswa room.	a) Maximum penalty of RM50.00 imposed and/or Warning Letter issued. b) Cooking utensils and related appliances to be confiscated.
16.	Using banned/prohibited electrical appliances such as the water heater/electric kettle/refrigerator/rice cooker/television/sewing machine/others in the Desasiswa room.	a) Maximum penalty of RM50.00 imposed and/or Warning Letter issued. b) Electrical appliances to be confiscated or student to be given a specific period of time to remove the appliances from his/her room.
17.	Rearing pets or exotic/venomous animals in the Desasiswa room.	a) Maximum penalty of RM50.00 imposed and/or Warning Letter issued. b) Student to be given a specific period of time

		to remove/transfer their pets or exotic/venomous animal to a suitable location.
18.	Performing non-ritual worship such as the excessive burning of joss sticks/camphor, loud chanting and the use of other religious paraphernalia like percussion instruments that could disrupt the peace and comfort of other residents.	a) Maximum penalty of RM50.00 imposed and/or Warning Letter issued. b) Related appliances/tools to be confiscated.
19.	Transferring to another Desasiswa/room without the written permission of the Penggawa.	a) Maximum penalty of RM50.00 imposed and/or Warning Letter issued. b) Return to original Desasiswa/room
20.	Not vacating/transferring out from the Desasiswa room and/or not returning the Desasiswa room key within the stipulated period as provided by the University.	Charged daily/monthly rental based on the number of days/months until the date when the Desasiswa room key is returned and/or Warning Letter issued.

PART IV

FACILITIES IN THE DESASISWA PRECINCT

No.	Offense	Compound and/or Other Penalties
1.	Damaging/defiling any facilities/equipment/asset/furniture/fittings within any Desasiswa precinct.	Maximum penalty of RM50.00 imposed and/or Warning Letter issued or

		Disciplinary Action initiated under Universiti Sains Malaysia (Students Discipline) Rules 1999.
2.	Disrupting/disturbing/inconveniencing residents/others from using any facility within any Desasiswa precinct.	Maximum penalty of RM50.00 imposed and/or Warning Letter issued or Disciplinary Action initiated under Universiti Sains Malaysia (Students Discipline) Rules 1999.
3.	Damaging/Stealing any Desasiswa/University property.	Maximum penalty of RM50.00 imposed and/or Warning Letter issued or Disciplinary Action initiated under Universiti Sains Malaysia (Students Discipline) Rules 1999.
4.	Parking inside the Desasiswa precincts or in unauthorized zones or obstructing public pathways and access areas.	Universiti Sains Malaysia (Road Traffic and Parking) Rules 2015.
5.	Personal property abandoned on any Desasiswa premise without permission will be disposed off after a specific time frame. Personal property refers to and includes vehicles, bicycles, daily necessities, books, clothing and others. The Desasiswa will not be liable for any losses arising from any such disposal.	Disposal.

PART V

OFFENSES COMMITTED WITHIN THE DESASISWA PRECINCT THAT IS SUBJECT/LIABLE TO PUNISHMENT UNDER UNIVERSITI SAINS MALAYSIA (STUDENTS DISCIPLINE) RULES 1999

No.	Offense	Action
1.	Possession of pornographic material/magazines/videos within any Desasiswa precinct.	Disciplinary action.
2.	Taking/recording indecent pictures or lewd acts within any Desasiswa precinct.	Disciplinary action.
3.	Peeping or behaving suspiciously within any Desasiswa precinct.	Disciplinary action.
4.	Possessing /publishing/posting any printed material prohibited by law and/or may trigger racial animosity in any of the Desasiswa precinct.	Disciplinary action.
5.	Stealing/extorting/committing sexual harassment within any Desasiswa precinct.	Disciplinary action.
6.	Causing grievous bodily harm without justifiable cause within any Desasiswa precinct.	Disciplinary action.
7.	Fighting/brawling/fisticuffs within any Desasiswa precinct.	Disciplinary action.
8.	Being a member of a proscribed organisation/secret society/an illicit organisation.	Disciplinary action.
9.	Failing or refusing to furnish information regarding criminal activity(-ies) within any Desasiswa precincts and/or engaging in any criminal activity.	Disciplinary action.
10.	Possessing weapons or dangerous implements such as pointed bamboo, bicycle chains, motorcycle chains, iron fragments, machetes, <i>golok</i> and the like within any Desasiswa precinct.	Disciplinary action.
11.	Carrying out immoral and/or indecent activities within any Desasiswa precinct.	Disciplinary action.
12.	Renting out/selling room in Desasiswa to any other student.	Disciplinary action.
13.	Renting/buying room in Desasiswa from a resident student.	Disciplinary action.

NOTE 1: The Schedule in Part V does not preclude disciplinary action against any other offense under the Universiti Sains Malaysia (Discipline of Students) Rules 1999.

NOTE 2: A resident who is issued a compound/subject to an action for committing an offense as enshrined in the Universiti Sains Malaysia (Desasiswa) Rules 2021 will be issued a written warning letter by the Penggawa of Desasiswa with a copy sent to the Dean/Director of the School/Center/Institute and Programme Chairperson/Supervisor/Academic Advisor respectively.

Dated: 5th March 2021



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PROFESSOR DR. FAISAL RAFIQ MAHAMD ADIKAN, FASc.

Vice-Chancellor
Universiti Sains Malaysia

SOURCES OF REGULATORY POWER:

Policy Owner	Deputy Vice-chancellor Student Development Affairs and Alumni
Responsible Policy Officer	Penggawa
Administratively approved by	Vice-Chancellor

Penggawa-Penggawa Desasiswa**Encik Mohd Zulkifli Che Hussin**

Chairman of the Majlis Penggawa

Penggawa

Desasiswa Cahaya Gemilang Harapan

Encik Khairul Aswad Abd Aziz

Penggawa

Desasiswa Aman Damai

Encik Mohd Jaya Mohd Johan

Penggawa

Desasiswa Bakti Fajar Permai PETAS

Puan Siti Hawa Mat Junoh

Penggawa

Desasiswa Indah Kembara

Ts. Dr. Shahrizal Nazri

Penggawa

Desasiswa Restu

Dr. Ezaleena Mohd Khalid

Penggawa

Desasiswa Saujana

Encik Mohd Rashid Abdul Rejab

Penggawa

Desasiswa Tekun

Encik Mazlifendirizan Md Rejab

Penggawa

Desasiswa Jaya Lembaran Utama

Encik Hafiz Assad Zakaria

Penggawa

Desasiswa Murni Nurani

