University College Dublin

Student Charter

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University College Dublin (UCD) is a community of students and staff where scholarship and personal development are fostered, leadership cultivated, innovation encouraged and social conscience developed. Our University provides a very broad and exciting range of opportunities for students from all backgrounds, and staff and students have a responsibility to engage, participate and respect the services and facilities provided. Central to the aims and values of our University is respect and fairness, and every member of our community is required to uphold these values in all dealings with each other.

The UCD Student Charter summarises our aspirations and expectations for all members of our University community. It sets out the roles and responsibilities of the various groups within our University and outlines what students can expect from their University and what the University can expect from its student members.

In order to build and maintain a positive and encouraging academic environment, UCD has regulations, codes and policies. Students and staff should be familiar with and abide by these regulations and procedures. These are available on-line: *www.ucd.ie/students/studentsupport.html.* In particular, students must be familiar with the UCD Student Code, which sets out the procedures for managing breaches of good behaviour.

The UCD Student Charter should be read in conjunction with these regulations, codes and policies. If you have any queries about the Charter please see *www.ucd.ie/studentcharter*

This Student Charter does not constitute a Charter pursuant to Section 31 of the Universities, Act 1997 and does not impose legal obligations on the part of the University.

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Section 1
Our University

UCD is proud of its record as an innovative and progressive university with a deep and stated commitment to the holistic development of each student to her or his fullest potential. We continue to develop an outward-looking, international approach with a focus on stimulating creativity, innovation, entrepreneurship and active citizenship in all our students.

You can expect your University to:

> Create an environment in which every student, independent of their age, culture, physical and mental health, and financial circumstances, has the opportunity to learn, interact and engage in all aspects of university life.

> Provide an environment where free speech, independent thought, academic freedom and integrity are fundamental principles.

> Provide quality university teaching, scholarship and research which is constantly renewed and assured against international best practice and recognises the dignity and respect of every member of the university community.

> Provide an equal opportunities learning environment that empowers students from minority groupings, disadvantaged backgrounds and with disabilities to participate fully in the university experience, both academically and socially.

> Ensure, in partnership with the Students' Union, that students are represented at all levels of your University and support procedures and protocols that allow students to make positive suggestions for improvements to ensure effective governance and management of academic, administrative and social activity.

> Apply and update regulations, policies and codes of practice that are necessary to ensure effective governance and management of academic, administrative and social activity.

As a student of UCD, you are expected to:

> Make the most of your time and get involved in all aspects of life in UCD which offer you the opportunity to reach your full potential, academically and personally.

> Take responsibility for your own behaviour and act professionally in dealings with staff and fellow students and observe and uphold your University's regulations, policies and codes.

> Be conscious of the needs of fellow students and support the integration of all students in the academic and social life of your University.

> Represent your University in a positive and responsible manner on and off-campus and make sure your actions do not have a negative impact on the reputation of your University.

> Get involved in university initiatives that are designed to help students develop as global citizens with a commitment to equity, inclusion and diversity.

Section 2
The Academic Environment

UCD is committed to providing a stimulating, supportive and challenging learning environment for students. It strives to ensure that teaching and learning activities are carried out in an atmosphere of quality, fairness and excellence, which is supported by an assessment process designed to provide students with a record of their academic progress.

You can expect your University to:

> Provide a high quality and active learning community that will prepare you for a career in your chosen field.

> Treat all students respectfully and professionally.

> Offer welcoming and supportive orientation programmes to incoming students.

> Provide you with timely and accurate module, programme and assessment information so that you can make the best choices for your studies.

> Recruit and support excellent national and international staff and students to provide an open, outward-looking academic community.

> Provide and support an up-to-date and efficient Library and Library Service designed to fulfil the needs of staff and students.

> Provide an internationally recognised research experience for research students, with exposure to the forefront of research in their discipline, where the highest standards of ethics and safety will apply.

> Apply equitable policies and procedures that guarantee the integrity, quality and appropriateness of the assessments process and appoint external examiners who are internationally recognised experts in their subject areas.

> Treat any academic breaches of your University's Student Code as serious and deal with alleged cases according to the procedures established by the Student Code.

> Comply with all relevant legislation including Freedom of Information and Data Protection.

As a student of UCD, you are expected to:

> Engage with your University's academic and administrative systems and take responsibility for your registration status, programme and module choices.

> Treat all staff respectfully and professionally.

> Actively engage in the orientation programmes, information events and activities arranged by your University.

> Manage your own learning experience by engaging fully with the academic resources provided to you.

> Take responsibility for seeking any support you need.

> Attend lectures and engage in all other teaching and learning activities of programmes, learn the core values and skills required to appreciate their disciplinary tradition and value the need for integrity and honesty.

> Respect the opinions and values of staff, students and visitors to UCD and appreciate the value of a diversity of national and international staff and students.

> Respect and uphold your University's policies on academic integrity and honesty by ensuring that the intellectual efforts of others are acknowledged correctly in written material.

> Ensure that all confidential information gathered during your studies is treated in accordance with data protection legislation.

> Abide by the assessment rules, regulations and guidelines that provide for a fair and equitable assessment system for all students.

Section 3
The Built Environment

UCD is committed to developing a living, green and sustainable campus using the latest knowledge and technology to develop and maintain energy-efficient buildings. UCD aims to provide universal access to all its facilities that will cater for people with varying levels of physical ability and all students will benefit from first-class learning facilities and a vast range of social and sporting amenities.

You can expect your University to:

> Maintain and develop buildings that are fit for purpose that facilitate teaching, learning, research and social interactions.

> Maintain and develop the campus grounds so that they provide a landscape that is aesthetic and ecologically sensitive, an environment that can be enjoyed and used by all members of the University community.

> Maintain an environment where safety, health and security are priorities and where use of energy and other resources are optimised.

> Provide, as resources allow, on-campus accommodation in university residences that is properly regulated so that students can live in comfortable surroundings that facilitate their studies without undue disturbances.

As a student of UCD, you are expected to:

> Treat university facilities, buildings, infrastructure and the living landscape with respect and consideration for other users and co-operate with all staff in ensuring proper use of these facilities.

> Take personal responsibility for promoting a safe, healthy and secure environment and actively engage with the conservation of scarce resources.

> Value the benefits that accrue from on-campus residency, abide by the rules and regulations that apply to the residences and be considerate of the rights and requirements of fellow students and staff.

Section 4

University Services and Supports

UCD is proud of its wide range of services and supports which are designed to guide students throughout their time studying in UCD with the aim of preparing our graduates to excel in their chosen career.

You can expect your University to:

> Provide, consistent with available resources, a range of supports including medical and counselling services to ensure that students receive appropriate advice and guidance during their time at UCD.

> Provide non-transferable and personalised student cards that are used to ensure that university facilities are appropriately accessed and utilised and that the community is protected from the actions of persons not registered in your University.

> Provide, support and maintain up-to-date information technology for use in teaching, learning and research.

> Provide facilities and activities through UCD Sports, student clubs, societies and community groups where students are provided with opportunities that allow them to further develop their skills and talents.

> Encourage and promote the development of sensible and moderate attitudes towards alcohol consumption among students.

> Provide alumni facilities (UCD Alumni) for you to be able to stay in touch with your University after graduation.

As a student of UCD, you are expected to:

> Be proactive in seeking assistance from services providing information, guidance and support such as the Student Desk, Programme and School offices, Student Advisers and Chaplains, UCD Access & Lifelong learning, UCD Careers Development Centre and the UCD International Office.

> Accept responsibility for your student card, ensure that the card is retained solely for your own use and present the card whenever required to do so by a member of UCD staff.

> Respect the IT infrastructures and facilities and abide by UCD policies on the proper use of these facilities.

> Check your UCD Connect e-mail regularly in order to be aware of important notices and instructions.

> Endeavour to participate in leisure and sports activities provided by UCD Sports, clubs and societies, treat with respect and care the facilities provided and adhere to the rules and regulations that govern these activities.

> Stay in touch with your University after you graduate (UCD Alumni).