

**THE WHITE BOOK
REGULATIONS (GENERAL)**

REGULATION G1

Study Obligations

Direction of studies

1. Any student to whom this Regulation applies under Ordinance C,XII,1 shall attend all regular and one-off Direction of Study meetings, whether individual or in groups, including in particular formal meetings held at the beginning and end of each term, unless excused by their Director of Studies.
2. A student shall respond promptly to correspondence from their Director of Studies, and with all administrative requirements, whether of the College or the University, such as examination enrolment, or teaching and learning questionnaires.
3. A student shall comply with all instructions given by their Director of Studies on academic matters, and take into account any further advice or guidance.

Supervisions, lectures and use of facilities

4. In accordance with the annual study plan agreed with their Director of Studies, every student shall, unless excused under paragraph [5], attend:
 - (a) University lectures, practicals or project work, as relevant;
 - (b) College supervisions, and/or any equivalent individual or group contact teaching, conducted by Supervisors appointed by the Director of Studies;
 - (c) any remedial or supplementary sessions with a College Study Skills Teaching Associate.
5. A student may only be absent from any compulsory elements of their study plan for good cause, such as illness or other substantial reason. A student shall provide as much notice as possible of such absence, to the relevant Faculty or Department, Supervisor and Director of Studies.
6. A student shall, for each supervision, practical or equivalent provision, or for any study skills session:
 - (a) be fully and properly prepared for participating;
 - (b) arrive promptly and participate actively;

- (c) agree deadlines with the Supervisor or other staff for any prepared written or practical work;
- (d) complete work in accordance with agreed deadlines, unless prevented for good cause from doing so;
- (e) where unable to complete work on time, or at all, to inform all relevant persons as early as possible.

College examinations and tests

7. A student shall sit any College examination or test set or authorised by their Director of Studies. Achievement of a set standard may be made a condition for remaining in residence on the student's course of study.

Plagiarism and good academic practice

8. A student shall conform to the academic conventions used in the University. A student shall read and ensure that they understand the University's guide to 'Good Academic Practice and Plagiarism' and his or her individual responsibilities under it.

Employment

9. No student may work in any paid employment during Full Term, other than academic-related or College-related activities as follows. An undergraduate student or a graduate student pursuing a Master's course, may work in the College Students' Bar for not more than six hours per week. A graduate student pursuing a PhD may work up to six hours per week in total, either in the Students' Bar and/or in academic activities authorised by the Council, such as undergraduate supervising, provided that the student has the permission of their University supervisor.