

University of Calgary

Student Charter of Rights and Responsibilities

Preamble

This document serves as a guide to help students understand their rights and responsibilities at the University of Calgary. Clear expectations and standards help to protect students and guide them through any challenges they may experience while at the institution. As students' rights and responsibilities are spread over many documents and webpages, this document aims to condense this information for the ease of students. While this document provides links to many policies, it is by no means exhaustive, and students should be encouraged to reach out to the Student Ombuds Office if they are unable to locate the policy or information they are looking for.

Procedural Fairness

- The University of Calgary (University) and the Students' Union (SU) share a collective understanding that all university appeals, disciplinary actions, and other student-related decision-making processes will be administered in accordance with the principles of procedural fairness.
- While the standards and best practices for procedural fairness are broad and continue to evolve, students interacting with these processes should, at a minimum, be afforded the following protections:
 - Presumption of innocence until a decision is reached.
 - Clear and written notice of rights, responsibilities, and available options, ensuring students are well informed and able to participate meaningfully.
 - Awareness of potential outcomes, including any academic, disciplinary, or personal consequences that may result from the decision-making process.

- An unbiased decision-maker who has no conflict of interest in the matter.
- The right to be heard, including access to adequate resources to prepare a full response or defense.
 - Adequate resources may include, but are not limited to, sufficient time to respond and accessibility accommodations, as required.
- Written communication of decisions, including the rationale for outcomes.
- Protection from intimidation or retaliation for participating in or initiating a process.
- These principles are embedded within the University's official policies and procedures, which are available through the University Academic Calendar and the Student Appeals Website.
- For guidance on how procedural fairness applies to your rights and responsibilities, students are encouraged to consult the following support services:
 - SU Vice-President Academic (for undergraduate students)
 - Graduate Students' Association Vice-President Academic (for graduate students)
 - Student Ombuds Office
 - Student Legal Assistance

These offices can provide confidential advice and assistance for navigating appeals, disciplinary actions, and other university-related decision-making processes.

Academic Rights and Responsibilities

Academic rights and responsibilities as outlined in this section can be found in the [University of Calgary Academic Calendar](#).

- Rights against discrimination during the admission process and the equitable and inclusive admission process can be found in [section A.10](#) of the University Calendar.

- Rights involving the registration process and course selection can be found in [section B](#).
 - Rights involving the academic accommodation of students on grounds of disability, medical condition, or any other protected grounds can be found in [sections B.6 through to B.6.2](#), [section B.11](#), and [section G.1.4](#) of the University Calendar.
 - Rights involving the withdrawal from courses, withdrawal from a term, or withdrawal due to extenuating circumstances can be found in [sections B.14.1 through to B.14.3](#).
- Rights involving the registration process, academic misconduct, and appeals in Open Studies can be found in [sections C.1 through to C.4](#).
- Rights involving the structure of courses, course outlines, grading expectations, attendance-taking, and course expectations can be found in [sections E.1 through to E.6](#).
- Rights involving grading systems, including CG grades, academic performance, and transcripts can be found in [section F](#).
 - Rights involving academic standing and performance can be found in [sections F.3.1 through to F.3.5](#).
- Rights involving tests, exams, and assessments, including absences from in-course assessments and deferral of term work, can be found in [sections G through to G.3.5](#).
- Rights and responsibilities involving graduation, including applying to graduate, can be found in [section H](#).
- Rights to appeal marks and final grades can be found in [section I](#).
- Rights involving further student appeals can be found in [sections J through to J.1](#).
- Rights involving student conduct and integrity can be found in [sections K through to K.4](#).
- The free expression policy extending to all students and staff can be found in [section L](#).
- The rights involving absence from in-course tests, quizzes, and assessments, and final exams can be found in [sections M.1 through to M.1.2](#).

Mandatory Supplementary Fees

- Students must not be charged extra fees to access online homework systems, nor for any other activity that makes up a mandatory graded component of the course.
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Rights and Responsibilities of Individuals

- The [Code of Conduct](#) outlines the expectations of behaviour extending to all students and staff, and includes the right to report wrongdoing without reprisal.
- The [Student Academic Misconduct Policy](#) describes conduct that is prohibited in respect to exams, tests, quizzes, and course or program requirements.
 - The [Student Academic Misconduct Procedure](#) describes the processes that guide the reporting and investigating of alleged academic misconduct, including students' rights in responding to such allegations.
- The [Student Misconduct and Academic Appeals Policy](#) describes the processes related to **all** student appeals, identifies University bodies to which an appeal can be made, and outlines the responsibilities of students, faculties, and the University related to student appeals.
 - The [Faculty Appeals Committee Procedure](#) describes the processes that guide appeals related to academic assessments and graded term work at the Faculty level, including that Faculties will post their Faculty Appeals Committee procedures on their faculty website.
 - The [University Appeals Committee Procedure](#) outlines the processes related to appeals made to the University Appeals Committee.
 - The [University Appeals Tribunal Procedure](#) outlines the processes related to appeals made to the University Appeals Tribunal.

- The [Residence Appeal Form](#) allows students to appeal to the Residence Appeal Board for alleged violations of a Residence policy.
 - The [Student Accommodation Policy](#) outlines the duties of the University to accommodate students based on any protected ground.
 - The [Student Non-Academic Misconduct Policy](#) describes student behaviours that are considered prohibited conduct.
 - The [Student Non-Academic Misconduct Procedure](#) describes the processes that guide the reporting and investigating of alleged non-academic misconduct, including students' rights in responding to such allegations.
 - The [Sexual and Gender-Based Violence Policy](#) establishes the processes by which the University will respond to reports of sexual violence which occur on University Facilities (physical and online) or involve members of the campus community.
 - The [Harassment Policy](#) enhances the awareness of the rights and responsibilities of students subjected to, or who witness harassment.
 - The [Alcohol Policy](#) ensures that the University is in compliance with all federal, provincial, and municipal laws concerning the provision and consumption of alcohol and applies to student events.
 - The [Cannabis Policy](#) ensures that the University is in compliance with all federal, provincial, and municipal laws concerning the use of cannabis.
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Rights Specific to Graduate Students

Graduate Student Academic rights and responsibilities as outlined in this section can be found in the University Calendar under the University Regulations in the [Graduate Regulations section](#).

- Graduate students have specific rights related to academic supervision. These can be found in section G.J.1 through G.J.6.
- Rights involving graduate student vacation can be found in section G.R.

- Rights involving candidacy, including admission to candidacy, and candidacy examination outcomes, program requirements, oral examination processes, and appeals can be found in section G.K.1 through G.K.5.
- Rights and responsibilities involving theses and thesis examinations can be found in sections G.L and G.M.
- Rights involving leaves of absences and time limits, including program specific time limits and program extensions, can be found in section G.D.6 through G.D.7.
- Other rights and responsibilities pertaining to graduate students can be found throughout the academic regulations from sections G.D to G.R.
- Rights and responsibilities of **graduate assistants** and their employers are outlined in the collective agreement which can be found on the Graduate Students' Association website under the section called "[Collective Agreement](#)".
- Rights involving **graduate students' intellectual property rights and ownership** of their work can be found in the [Intellectual Property Policy](#).