

Guidance on the Implementation of Suspensions and Termination of Registration

The University may need to impose a suspension on a student where it is deemed that this is in the best interests of the student or the University community, e.g. if the student is subject to a police investigation, a Disciplinary Procedure or a Fitness to Study or Practice procedure. The imposition of a suspension is not a disciplinary measure and does not imply the student is guilty of any offence.

A student may be suspended to **safeguard** them if they are not in a position to complete an IoS (usually because they are very ill) but it is in their best interests that their study (and tuition fee liability) is suspended. The university would aim to switch this to an IoS as soon as the student is able, so long as there is no suspension imposed for any other reason.

A suspended student should not attend any clinical sites or teaching (including online teaching), research, social or other activities at St George's, University of London or a partner or placement site.

A student under a suspension continues to be registered, but not enrolled, as a student of St George's throughout their suspension and remains bound by the University Terms and Conditions.

A student who is suspended:

1. Is paused on their studies and must not attend any teaching (including online teaching), research, social or other activities at St George's or a partner or placement site;
2. Will have their access to university systems, including UNITU, removed;
3. Will not be able to take assessments (coursework or examinations);
4. Will not receive results, awards or be notified of Board of Examiner decisions;
5. Will have their enrolment status on the student record system set to 'RS' to indicate they are registered and suspended;
6. Will have their Student ID card deactivated for access to buildings (by Estates).
7. Will have their access to the VLE removed.
8. Will have their Library access withdrawn (by the Library).
9. Will usually retain access to their IT account and email address (as advised by the Student Conduct and Compliance Team).
10. Will retain access to support and welfare services including the Counselling Service, the Student Union and their Personal Tutor and will need to make a prior appointment with the appropriate department before attending the campus.
11. Will have their tuition fee adjusted and refunded for the period of the suspension if they are unable to resume their studies in the same academic year.
12. Will be required to leave University accommodation if they are resident in Halls and may be banned from visiting Halls.
13. May have their photo circulated to Security to ensure that they are not admitted to campus or Halls.

Following suspension if a student is permitted to resume their studies, they may be required to interrupt until an appropriate time at which they can resume their studies.

When a student resumes their studies, their enrolment record will be updated and their services will be restored. If the student resumes their studies it is their responsibility to request the restoration of their access to services. Their first point of contact will be their Course Administrator.

A student cannot be on an interruption of studies at the same time as a suspension. A suspension will take precedence over an interruption.

Termination

If a student withdraws from their studies or the University terminates a student's registration before completion of their course, the student will have all access to services withdrawn with immediate effect with exception of their IT account which will remain active for an additional period. The tuition fee will be adjusted according to the Tuition Fee Policy. The student must:

1. Return their ID card and any locker key, NHS smartcard or placement ID cards which have been issued to them to the Course Administrator
2. Pay any outstanding tuition fees

The student will then be considered for an Exit Award.

Ex-students retain access to the Careers Service for two years following termination of their registration.

Academic Registrar
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