

STUDENT HANDBOOK

Compiled and printed by the Student Affairs Department of

Jiujiang University

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NOTE: This is a reduced version that only includes a table of contents and a brief introduction for the student handbook. If the complete documents are needed, JJU will provide the English version of the complete documents.



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Student Management Regulations of Jiujiang University (Abbreviated Version)

These regulations apply to the management of full-time undergraduate and associate degree students at our university.

1. Student Rights and Obligations

1.1 Rights

1.1.1 To participate in various activities arranged by the university's education and teaching plan and use the educational resources provided by the university.

1.1.2 To participate in social practice, volunteer services, work-study programs, and cultural and innovative activities, and to receive employment and entrepreneurship guidance and services.

1.1.3 To apply for scholarships, grants, and student loans.

1.1.4 To receive scientific and fair evaluation in terms of moral character and academic performance, and to obtain corresponding graduation certificates and degree certificates upon completion of the prescribed studies.

1.1.5 To organize and participate in student associations on campus, participate in university management in appropriate ways, and enjoy the right to be informed, participate, express opinions, and oversee affairs related to student rights.

1.1.6 To file an appeal with the university or the educational administrative department if there is an objection to a disciplinary action or decision made by the university; to file an appeal or lawsuit according to law regarding actions by the university or its staff that infringe upon their legitimate rights, such as personal rights or property rights.

1.2 Obligations

1.2.1 To abide by the Constitution, laws, and regulations.

1.2.2 To comply with the university's charter and regulations.

1.2.3 To adhere to academic ethics and complete the prescribed academic work.



1.2.4 To pay tuition and related fees as required, and fulfill corresponding obligations for receiving student loans and grants.

1.2.5 To comply with student behavioral norms, respect teachers, and develop good moral qualities and habits.

2. Student Enrollment Management

2.1 Admission and Registration

2.1.1 New students must report to the university on time to complete admission procedures. Failure to request leave or exceeding the leave period is generally considered a forfeiture of admission qualification, except due to force majeure or other legitimate reasons.

2.1.2 The university reviews new students within three months. Those found to have irregularities in admission qualification or to have committed fraud shall have their admission qualification or academic status revoked.

2.1.3 Students must register their academic status within two weeks of the start of each semester.

2.1.4 Students who fail to register without requesting leave, or whose leave expires for two weeks without registration, shall be treated as having voluntarily withdrawn from the university (automatic withdrawal), and their academic status shall be canceled.

2.1.5 Students who have not paid the current year's tuition and related fees or who otherwise do not meet the registration requirements shall not be registered. The university provides educational assistance to students with financial difficulties so they do not abandon their studies due to family financial issues.

3. Leave of Absence and Readmission

3.1 Leave of Absence and Retention of Academic Status

3.1.1 The duration of a single leave of absence is one year, and the cumulative period shall not exceed two years. The cumulative period for a leave of absence for entrepreneurship can be extended to three years.



3.1.2 A student should take a leave of absence if, due to injury or illness diagnosed by a designated hospital, they need to stop classes for treatment or recuperation for more than one-third (including one-third) of a semester's class time.

3.1.3 The university shall retain the admission qualification or academic status for new and enrolled students joining the military until two years after their discharge.

3.2 Readmission

3.2.1 Students on leave should submit a written application for readmission to their college one month before the expiration of the leave period.

3.2.2 Students on leave due to illness must provide a diagnosis from a designated hospital certifying recovery and pass a re-examination by the university hospital to be eligible for readmission.

3.2.3 Students who fail to complete the readmission procedures within two weeks of the expiration of the leave period shall have their academic status canceled and be subject to withdrawal.

4. Withdrawal and Academic Warning

4.1 Academic Warning and Repeating a Grade (Retaining)

4.1.1 Academic Warning: Shall be issued to undergraduate students whose cumulative failing credits after the make-up exams each semester reach or exceed 9 credits, or college students whose cumulative number of failing courses reaches or exceeds 3 courses.

4.1.2 Repeating a Grade (Retaining): Students may repeat a grade if, after the make-up exams at the beginning of each academic year, the cumulative failing credits for undergraduate students reach or exceed 18 credits, or the cumulative number of failing courses for college students reaches or exceeds 6 courses.

4.2 Withdrawal

4.2.1 The university shall process a student's withdrawal under the following circumstances: exceeding the maximum duration of study (including suspension) without



completing studies; failing to apply for readmission without reason or failing the re-examination after the expiration of a leave of absence or retention of academic status; not attending prescribed teaching activities for two consecutive weeks without approval; or applying for withdrawal themselves.

4.2.2 The decision on a student's withdrawal shall be made by the President's Office Meeting.

5. Rewards and Punishments

5.1 Rewards

5.1.1 The university may grant commendation and rewards to students who achieve all-round development or stand out in areas such as moral character, academic performance, technological innovation, and volunteer service.

5.1.2 The university shall establish public, fair, and just procedures and regulations for student commendation and reward.

5.2 Punishments

5.2.1 Types of disciplinary action include: Warning; Serious Warning; Record of Demerit; Probation; Expulsion from the university.

5.2.2 The university may impose expulsion for: violating national laws and constituting a criminal offense; serious cheating or disrupting the examination order, such as taking or having others take an exam for them; severe academic misconduct, such as plagiarism or falsification in degree theses or published research; or repeatedly violating university regulations and failing to reform despite education.

5.2.3 Before making a disciplinary decision, the university shall inform the student of the facts, reasons, and basis for the decision, and inform the student of the right to make a statement and defend themselves.

5.2.4 Disciplinary actions, excluding expulsion, shall be set for a period of 6 to 12 months.



6. Extracurricular Activities and Clubs

6.1 Extracurricular Activities

6.1.1 The university encourages and supports students and student groups to carry out various activities that benefit their physical and mental health and growth.

6.1.2 The university encourages, supports, and guides students to participate in social practice, social service, and work-study activities.

6.1.3 Students planning large assemblies, parades, or demonstrations must notify the university in advance to ensure campus safety, public order, and the non-disruption of normal teaching and research activities.

6.2 Student Clubs

6.2.1 Students may organize and participate in student clubs on campus. The establishment of a club requires a written application to and approval from the university, along with registration and an annual inspection system.

6.2.2 Student clubs must operate within the scope of the Constitution, laws, and university management system.

7. Student Organizations and Management

7.1 Democratic Management

7.1.1 The university shall establish and improve forms of student participation in democratic management to support and ensure students' participation in the university's democratic management through methods such as university affairs transparency and student representative proposals.

7.1.2 The university shall establish and improve the system of student representative conferences, provide necessary conditions for the student union to carry out activities, and support its role in student management.



8. Campus Safety and Life

8.1 Behavioral Norms

8.1.1 Students should consciously abide by civic moral norms and university management systems.

8.1.2 Students are prohibited from illegal acts such as heavy drinking, fighting, gambling, drug abuse, and spreading or selling illegal publications.

8.1.3 Students must not engage in actions that infringe upon the legitimate personal and property rights of others.

8.1.4 Students must comply with national and university regulations regarding internet use, and shall not log on to illegal websites or spread false or harmful information.

8.2 Specific Regulations

8.2.1 Students shall comply with the university's regulations on student accommodation management.

9. Grievance Mechanism

9.1 Appeal Organization and Procedure

9.1.1 The university shall establish a Student Appeals Review Committee to handle appeals filed by students against disciplinary actions or treatment decisions. The Committee shall ensure that its review of facts, evidence, and procedures is impartial and objective.

9.1.2 A student who objects to a decision must submit a written appeal to the university's Student Appeals Review Committee within 10 days of receiving the decision.

9.1.3 The committee shall review the appeal and issue a conclusion within 15 days of receiving the written appeal.

9.2 Further Appeal

9.2.1 If the student objects to the review conclusion, they may file a written appeal with the Jiangxi Provincial Department of Education within 15 days of receiving the university's



review decision.

(If the complete documents are needed, the school will provide the English version of the complete documents.)