


 جامعة الإمارات العربية المتحدة United Arab Emirates University 	Student Affairs Deanship Policies Manual	Policy Number	SA-13
	Subject Signatory Authority	Effective Date	02-Mar-2014
	Responsible Office: DVC for Students Affairs & Enrollment	Most Recent Review Date	01-Dec-2013
		Due Date for Next Review	01-Sep-2016
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13. Signatory Authority - Student Affairs Deanship

Category	Transaction Description	Signature Authority Level								
		Supervisory Staff	Managers	Directors	Dean	DVC for Student Affairs & Enrollment	Provost	Vice Chancellor	Chancellor	University Council
General	Approval of new policies or amendment of existing ones					X	X	X	X	X
	Approval of new procedures or amendment of existing ones					X	X	X		
Misconduct	Verbal or written admonition/warning	X ⁽¹⁾	X							
	Final warning			X	X					
	Suspension of students' privileges/suspension from attending classes/taking exams in a course/cancelling students' exams in a course				X ⁽²⁾					
	Suspension from attending classes or exams for more than one course or for a semester or more				X ⁽²⁾		X	X		
	Confiscation of materials				X ⁽²⁾					
	Irrevocable dismissal from the University or cancelling the grant of academic degrees							X		
	Sanctions appeal (irrevocable dismissal or cancelling the granting of the degree)							X	X	
	Other sanctions appeal					X ⁽²⁾	X	X		
Housing	Housing assignment and reassignment				X					
	Visitors approval	X	X							
	Exceptional housing assignment				X	X				
	Termination of housing contract		X	X						
	Parental notification		X	X						
	Room inspection approval		X	X						
	Approval of use of facilities			X	X					
	Approval of posters and ads			X	X					
Approval of housing additional furniture			X	X						

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		Supervisory Staff	Managers	Directors	Dean	DVC for Student Affairs & Enrollment	Provost	Vice Chancellor	Chancellor	University Council
Health	Authorization to notify external appropriate authorities				X					
	Release of records to third party				X					
Financial Aid	Approval of financial aid				X					
Students Activities	Approval of events				X	X				
	Approval of students organizations				X	X				
	Approval of external speakers					X				
	Approval of student organization mission, vision and objectives			X	X					
	Approval of student council							X		
	Approval of fund raising				X	X				
	Approval of internal and external trips				X	X		X		

- (1) Faculty members in case of academic misconduct
- (2) Dean of the College in case of academic misconduct