



LAW DEVELOPMENT CENTRE

STUDENTS CODE OF CONDUCT

(UNDER SECTION 8(1) OF THE LAW DEVELOPMENT CENTRE ACT, CAP 251)

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1. PREAMBLE

The Law Development Centre (LDC) is a professional legal training institution established under the Law Development Centre Act Cap 251.

As a student at LDC, you are expected to uphold the highest standards of professionalism, integrity, and respect. This Code of Conduct outlines the expectations for student behaviour and serves as a guide for promoting a positive and supportive learning environment.

2. MANDATE

LDC's mandate is stipulated under Section 3 of the Act and it includes the provision of legal education to lawyers and non-lawyers, undertaking research in topical legal issues, contributing to legal reforms, producing legal publications, teaching materials and law reports, and providing legal aid services to indigents, vulnerable persons, petty crime offenders and children in conflict with the law.

3. INTERPRETATION

In this LDC Students' Code, the terms listed here below shall carry the corresponding meaning as given hereunder:

Centre or LDC: means the Law Development Centre.

Director: means the Director of the Law Development Centre.

A Member of LDC: means anybody who is an employee or student of LDC.

Activities outside LDC: means activities which have nothing to do with the Centre and its functions.

Student: Anybody admitted and registered for a course of study programme at the Centre and has not officially withdrawn or been dismissed from the Centre.

4. APPLICATION OF THE CODE

The following Codes shall apply to all students of the Law Development Centre.

- i Nothing in this Code shall exclude the enforcement of the Laws of Uganda against any student and the application of existing Rules and Guidelines or such Rules and Regulations as may be made from time to time for the Guidance of students.

- ii At registration, a student shall be required to sign a declaration form, as set out in the **schedule** attached to this Code, to the effect that he/she agrees to comply with the LDC Students Code and the changes that may be made from time to time.
- iii The declaration shall be in quadruplicate for distribution to: the Student, the Academic Registrar, the Head of Department; and the Director
- iv By signing the declaration, a student shall be deemed to have read and understood the LDC Students Code.

5. AMENDEMENT OF STUDENTS CODE OF CONDUCT

This Code may be amended by the Management Committee from time to time.

6. PRINCIPLES OF CONDUCT

- i **Respect:** Treat others with respect, dignity, and courtesy, regardless of their background, culture, or beliefs.
- ii **Integrity:** Act with honesty, transparency, and accountability in all academic and professional pursuits.
- iii **Professionalism:** Demonstrate a commitment to professional standards, including punctuality, attendance, and engagement.
- iv **Responsibility:** Take ownership of your actions, decisions, and learning outcomes.

7. ACADEMIC CONDUCT

- i Academic Honesty: Maintain the highest standards of academic integrity, avoiding plagiarism, cheating, and other forms of academic dishonesty.
- ii Submission of Work: Submit original work, properly cited and referenced, and meet deadlines for assignments and projects.
- iii Participation and Engagement: Actively participate in classes, discussions, and group work, and engage with course materials and instructors.

8. ADMINISTRATION

i The Director

- a) The Director is responsible for the academic, administrative and financial affairs of the Centre.
- b) The Director has powers to suspend a student from the Centre or to discipline him/her in any manner he/she thinks fit and seek approval of his/her action at the next meeting of the Students Disciplinary Committee.

ii The Students Guild

The Students Guild Executive shall liaise with the Centre Administration in promoting and protecting the interests of the Centre.

iii Organ for the implementation of the LDC Students' Code

The Students Disciplinary Committee

iv Students' Disciplinary Committee

The Students Disciplinary Committee shall be composed of the following members;

Chairperson: Head Postgraduate Legal Studies and Legal Aid

Members: 1. Head Law and Continuing Legal education.

2. Assistant Directors

3. LDC Students Guild President.

Secretary: Academic Registrar

- a) Terms of Reference:
 - i. To handle disciplinary cases directly brought to it;
 - ii. To handle cases referred to it by Students Guild Executive;
 - iii. Any other functions assigned by the Director.
- b) The quorum shall be three members including the Chairperson.
- c) The Students Disciplinary Committee shall have powers to do any or several of the following:

- i. Dismiss the case against the student;
 - ii. Reprimand the student;
 - iii. Demand an apology from the student;
 - iv. Suspend the student for a specified period
 - v. Recommend to the Director that the student be dismissed with the approval of the Management Committee.
 - vi. Any other punishment that the Committee may deem appropriate.
- d) The Committee's decision shall be communicated to the student in writing within seven days of the day of conclusion of the hearing.
 - e) The Committee shall be free to invite witness (es) within or from outside the Centre.
 - f) The Committee shall hold due inquiry and shall not be required to adhere to the rules of evidence or procedures as applied in a Court of Law but shall observe principles of natural justice.
 - g) A student or any other party may appeal to the Management Committee of LDC, if he/she feels that he/she is not satisfied with the decision made by the student disciplinary committee.
 - h) The appeal shall be made within fourteen days from the date of the letter communicating the decision to him/her.
 - i) An appeal to the Management Committee shall be handled in not more than 21 days from the date of filing of the appeal.

9. STUDENTS CONDUCT- AND DISCIPLINE

I. Spirituality and Places of Worship

- a) A student shall be duty bound to respect the regulations and ethics of the specific places of worship, where they may go for worship and/or other reasons.
- b) Worshippers shall conduct their prayers in designated places of worship in a manner that does not encroach on the peace and tranquillity of others.
- c) Prayers outside the designated places of worship shall require permission from the Director.

II. Personal Presentation

- a) Every student shall respect him/herself and behave in a manner that will not bring his/her name and that of the Centre into disrepute.
- b) Non permissible conduct includes but is not limited to: drunkenness, abusive language, fighting, brawling, quarrelling, theft, shabbiness, sexual immorality, financial indiscipline, hooliganism and gambling;
- c) Smoking is prohibited on all LDC Premises;
- d) Every student shall dress in a neat and decent manner;
- e) Every student shall use English as the official language of the Centre;
- f) Any student who uses offensive language or indulges in any misbehaviour towards any member of the Centre or the public shall be guilty of an offence; and,
- g) No student shall utter words or behave in a manner which may damage his or her good name and image or those of the Centre.

III. Correspondence and Dissemination of Information at the Centre

- a) All official correspondence by a student to Government officials, Embassies, High commission or other official bodies outside the Centre shall be channelled through the Director.
- b) All official correspondence by a student within the Centre shall be channelled through the relevant Firm Leaders, or the Head of the Teaching Department.
- c) No student or group of students shall print, publish and disseminate or otherwise circulate any false or fabricated information of any sort.
- d) A student, student leader or group of students shall indicate their name, registration number, programme of study, student number and signature on all letters or circular issued or distributed to the public. Issuing anonymous documents shall constitute an offence.
- e) A student writing a letter on behalf of a student body, e.g. Guild or Association shall do so on official letterhead.
- f) Any student or student leader who holds a press conference on matters concerning the Centre either off or on Campus, without obtaining clearance from the Director shall be guilty of an offence.

- g) A student/group of students who purport to represent the Centre in any form without the written permission from the Director shall be guilty of an offence and liable to disciplinary proceedings.
- h) Unauthorised banners are prohibited from LDC premises.
- i) A student shall open and keep operational an e-mail account on the LDC's webmail.
- j) A student shall always regularly check his/her e-mail inbox where information and notices from the Administration or the Guild will be posted.
- k) Fixed posters / notice on buildings, trees roads and /or other person's vehicles in the Centre, other than the Notice Boards, shall constitute an offence.
- l) A student who communicates using social media platforms, and / or internet shall be subject to regulations of the Uganda Communications Commission.

IV. Activities outside the Centre

No student shall undertake or participate in activities outside the Centre without obtaining permission from the relevant Centre authority.

V. Alcohol

- a) Any student who gets drunk either within or outside the Centre premises such as during field trips/ Sports events by the voluntary consumption of alcohol shall be guilty of an offence.
- b) Irresponsible consumption of alcohol in disregard of personal health and welfare, peace and tranquillity in the Centre or personal financial ability, shall constitute an offence for which a student shall be liable to disciplinary proceedings.

VI. Drugs

- a) No student shall possess, use, peddle, sell or consume prohibited or banned drugs.
- b) A student who breaks this regulation shall be liable to disciplinary proceedings.

VII. Noise

Making noise from any source (e.g. exceptionally loud music, bugles, drums, whistles, etc.) which interferes with the study, peace or leisure of other members of the Centre or the public shall constitute an offence.

VIII. Demonstrations

- a) Demonstrations either within or outside the Centre shall be held only in accordance with the Laws of Uganda provided the Director has been informed at least 24 hours in advance and Police permission has been obtained.
- b) No student or group of students shall engage in activities - likely to cause breach of peace, such as:
 - i. Mounting road blocks on any part of the campus roads;
 - ii. Stopping motorists or any other persons using the campus or public roads;
 - iii. Inciting other students for unlawful action;
 - iv. Using offensive and / or profane language;
 - v. Forcing other students out of lecture rooms or the library;
 - vi. Dressing in a provocative manner;
 - vii. Extorting funds from Centre staff and members of the public;
 - viii. Inciting violence and destruction of life and property;
 - ix. Throwing stones and / or other objects targeting persons, vehicles or buildings;
 - x. Lighting fires on the roads on campus or beyond; and / or
 - xi. Destroying the environment by breaking trees, flowers and / or defacing buildings.
- c) Contravention of any of these provisions shall attract disciplinary action.

10. PROPERTY

I. Centre Property

- a) Every student shall exercise the highest standard of caution in handling Centre property so as to avoid possible damage.

- b) Any student who wilfully or negligently damages or misuses Centre property shall pay the cost or part of the cost of repair or replacement of the property as the circumstances may determine.
- c) No Centre property of any description shall be taken from its proper place without the written consent of the Head of Department.

II. Use of LDC Premises

A student who without permission uses the firm rooms, halls, and the library, outside the prescribed hours, may be subjected to disciplinary action.

III. Property on Centre Premises

- a) Students shall exercise highest standard of caution not to damage property found on Centre premises.
- b) Students who destroy property found on the Centre premises shall be guilty of an offence of destruction of property and shall face disciplinary action.

11. RELATIONSHIP WITH CENTRE EMPLOYEES

- a) No student may hire for pay or otherwise any employee of the Centre during that employee's working hours.
- b) It shall be an offence for a student to give or demand a bribe or attempt to unduly influence either a Centre employee or a fellow student, for favour or services related to their official work.

12. HEALTH AND SAFETY

I. Person Identification

- a) Every student shall carry on his/her person a valid Centre Identity Card, obtained from the Academic Registrar, at all times within the Campus or during academic activities outside the centre.
- b) Any student who loses his / her Identity Card must report immediately first to Police and to the Academic Registrar.

- c) A student who has lost his / her Identity Card must take steps immediately to have it replaced within two weeks beyond which one shall be guilty of the offence of negligence.

II. Cleanliness

- a) Every student shall maintain high standards of personal hygiene.
- b) Every student shall keep all premises of the Campus to the highest standard of cleanliness.
- c) Any student who litters or misuses his / her lecture room or other premises or the environment of the Centre shall be guilty of an offence for which he / she shall be liable for disciplinary action.

III. Consumption of Drugs

No student shall possess, peddle or consume any intoxicating drugs unless such consumption has been prescribed by a recognised Medical Officer.

IV. Persons with Disability

- a) Every student shall recognise and respect the rights of persons with disabilities.
- b) A student shall not make fun of, tease or otherwise behave in a manner that renders a person with disability uncomfortable.

V. Health

- a) A student who feels unwell shall be under obligation to seek medical attention.
- b) A student who must miss a lecture, tutorial, practical, examination, defence, presentation or any other formal academic engagement, on medical grounds, shall notify the lecturer concerned in writing, keep a copy of the notification for future reference and follow it up by submitting authenticated medical documents.
- c) Medical reports which are secured after failure in examinations and without previous record of the illness shall not be accepted as valid ground for review of the failure in examination of the student concerned.

- d) A student who contracts a contagious disease shall on the advice of the Director, and/or LDC Medical Doctor withdraw from the Centre community until he / she recovers.
- e) A student who gets pregnant shall take responsibility for her pregnancy at her cost from ante-natal to post-natal stages.
- f) A student who has been referred for rehabilitation shall be under obligation to seek the service from a competent institution.
- g) Contravention of any of these regulations shall lead to disciplinary action.

VI. HIV / AIDS

Every student shall abide by the Centre HIV / AIDS policy.

VII. Games, Sports and Recreation

- a) Any student (or group of students) who attacks a Games Official or Referee or fights with another student at a match or interrupts a match shall be guilty of an offence.
- b) A student who loses or damages sports equipment, uniforms or facilities shall repair or replace them.
- c) No student shall engage in any hazardous activity in the guise of sports e.g, risky use of sports equipment and facilities or use of unsafe equipment.
- d) All acts of hooliganism and use of offensive language during Sport Activities are strictly prohibited.
- e) Any student who contravenes the above regulations shall be subjected to disciplinary action.

13. GENERAL PENALTY

Subject to this Code, a student who has been found guilty of an offence under this Code for which no other penalty is provided shall be liable as shall be determined by the relevant disciplinary committee to one or a combination of the following:

- a) A written caution;

- b) Demand for an apology;
- c) Suspension from the Centre;
- d) Replacement of damaged property and or making good of the loss occasioned;
- e) Dismissal from the Centre and / or,
- f) Referral to competent Courts of law.

14. COMMENCEMENT

This Code is deemed to have come into force on the 13th day of February, 2025.



Hon. Mr. Justice Christopher Izama Madrama (J.S.C)

Chairperson

Management Committee of the Law Development Centre

'Schedule '

THE LAW DEVELOPMENT CENTRE

**ACKNOWLEDGMENT OF RECEIPT AND UNDERTAKING TO BE BOUND BY
THE LDC STUDENTS CODE OF CONDUCT 2025**

I _____ being a student admitted to the
Law Development Centre (LDC), Student Registration
Number: _____ in Academic Year
_____ acknowledge receipt of the LDC Students Code of Conduct,
availed to me by LDC. I undertake to be bound by the said Code and to comply
with all its provisions and to be subject to any sanctions therein for breach.

DATED at _____ this _____ day of _____ 20_____

SIGNATURE