

UNIVERSITY NOTICE – 26 June 2025

In 2024-25 25, the University Court approved amendments to the following Ordinances:

Recent modifications approved by the Court:	Date of approval
The Court approved modifications to the following Ordinances:	
• Ordinance J3: Appointment of the Vice-Principal (Malaysia)	7 November 2024
• Ordinance P2: Requirements for Degrees, Diplomas and Certificates	20 March 2025
• Ordinance E1: Fees, Charges, Fines and Debts	20 March 2025
• Ordinance B2: Appointment to the Court of Members of Staff of the University	20 March 2025
• Ordinance B3: Appointment of Members of the Senate to the Court	20 March 2025
• Ordinance B10: Appointment of the Chair of Court	20 March 2025
• Ordinance C1: Election of Members from the Schools to the Senate	20 March 2025
• Ordinance L1: Deans of the University and Associate Deans	20 March 2025
• Ordinance B12: Appointment of Student Members to the Court	23 June 2025
• Ordinance C6: Appointment of Student Members to the Senate	23 June 2025
• Ordinance G1: Appointment and Duties of the Chancellor	23 June 2025
• Ordinance H1: Appointment and Appraisal of the Principal	23 June 2025
• Ordinance P10: Award of Degrees to Associates of the Heriot-Watt College (withdrawn)	23 June 2025
• Ordinance A3: The Academic Year renumbered to Ordinance P12	23 June 2025
• Ordinance D1: Engaging with Stakeholders amended and renumbered to Ordinance B14	23 June 2025
• Ordinance E4: Student Discipline	23 June 2025
• Ordinance N1: The Auditors renumbered to Ordinance B15	23 June 2025

The changes to the Ordinances can be summarised as:

Ordinance J3: Appointment of the Vice-Principal (Malaysia)

The Ordinance was revised to allow that, *‘in exceptional circumstances,’* the Vice-Principal (Malaysia) would be eligible for a *‘third consecutive term of up to three years.’*

Ordinance P2: Requirements for Degrees, Diplomas and Certificates

There will be an eight-year maximum duration for distance learning and online MBA students. Students will remain eligible for Temporary Suspension of Studies, if required, and the change will only apply to new registrations.

Ordinance E1: Fees, Charges, Fines and Debts

The Ordinance has undergone a thorough review to ensure it is consistent with current practice and Regulations. The four underpinning policies have also been revised. Key points include adjusting the timing of IT holds that prevent students accessing materials and so disincentivise them from addressing their debts, and ensuring that the Court can only vary fees and charges with notice

Ordinances B2, B3, B10, C1, and L1

The same amendment had been made to each Ordinance, stating that the process for resolving a tie will be published online when elections are being run so that there is clarity for candidates and the electorate.

Ordinance B12: Appointment of Student Members to the Court

Currently, UK legislation only recognises the Student Union, while Heriot-Watt recognises the global SRBs. In future, student officers in Dubai and Malaysia will be sabbatical officers on the University's systems so that they are eligible for Court membership. The Ordinance has therefore been updated to reflect their eligibility.

Ordinance C6: Appointment of Student Members to the Senate

The amendment is similar to Ordinance B12 above.

Ordinance G1: Appointment and Duties of the Chancellor

The amendments reduce the number of Court and Senate members required to join the Selection Committee for the Chancellor, and ensure the inclusion of a student representative.

Ordinance H1: Appointment and Appraisal of the Principal

The following wording has been added to reflect existing practice: 'If the Principal should be incapacitated or absent from the University, in accordance with the Charter, Article 14.1, the Vice-Principal and Deputy Vice-Chancellor shall perform such functions and duties of the Principal as the Principal or the Court may decide.'

Ordinance P10: Award of Degrees to Associates of the Heriot-Watt College

This Ordinance has been withdrawn on the basis that no such awards have been made since 1965.

Ordinance A3: The Academic Year

This Ordinance has been renumbered to Ordinance P12, moving it from the Constitutional Framework section of the Ordinances to the Academic Matters section.

Ordinance D1: Engaging with Stakeholders

The Ordinance has been renumbered to Ordinance B14, moving it from its own section to the Court section because it falls within the responsibilities of the Court. The Ordinance has also been amended to make reference to a 'programme of events' that will be accessible 'through the University's main communication channels'.

Ordinance E4: Student Discipline

The amendment brings the Ordinance in line with the Senate approved updates to the Student Academic Misconduct Policy and Procedures, which are now two separate documents. Section *1.4.2 Procedures shall prescribe* now reads *1.4.2 **Policy** and Procedure shall prescribe*.

Ordinance N1: The Auditors

The Ordinance has been renumbered to Ordinance B15, moving it from its own section to the Court section because it falls within the responsibilities of the Court.

The full set of Ordinances can be viewed at: <https://www.hw.ac.uk/document-library/governance/ordinances-and-regulations/ordinances.pdf>

If you have any questions, please direct them to Lisa Herlihy (L.Herlihy@hw.ac.uk) or Megan Morgan (M.Morgan@hw.ac.uk). Lisa and Megan are joint clerks of the Ordinances and Regulations Committee.