

*Law School of Tanzania (Students' General Welfare, Conduct and Disciplinary Matters) Rules*

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THE LAW SCHOOL OF TANZANIA ACT,  
(CAP. 425)

—  
**RULES**  
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*(Made under section 20(1)(d))*

THE LAW SCHOOL OF TANZANIA (STUDENTS' GENERAL WELFARE, CONDUCT AND DISCIPLINARY MATTERS) RULES, 2024

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THE LAW SCHOOL OF TANZANIA (STUDENTS' GENERAL WELFARE, CONDUCT AND DISCIPLINARY MATTERS) RULES, 2024

PART I  
PRELIMINARY PROVISIONS

- Citation 1. These Rules may be cited as the Law School of Tanzania (Students General Welfare, Conduct and Disciplinary Matters) Rules, 2024.
- Interpretation 2. In these Rules, unless the context otherwise requires-
- Cap. 425 "Board" means the Governing Board of the School established under section 15 of the Act;  
"Committee" means the Students' Welfare and Disciplinary Committee established under rule 12;  
"Principal" means the Principal of the School appointed under section 13 of the Act;  
"Dean of Students" means a person who has been appointed by the Board to be responsible for Students' Welfare;  
"candidate" means a person who is registered to sit for examination;  
"students representative" means any competent body of students properly appointed and constituted to represent students' interests to the School's

authorities;

"student" means a person duly registered by the School to pursue a program within a specified period of time stated in the curriculum;

"Act" means the Law School of Tanzania Act; and

"School" means the Law School of Tanzania established under section 4 of the Act.

## PART II STUDENTS CONDUCT

Students  
government

3.-(1) The School shall have a students' government known as Tanzania Students' Bar Association (TASBA) responsible for Students' academic, social and recreational activities.

(2) TASBA shall be the only recognised Students' instrument representing students at the School.

(3) The objectives of TASBA shall be as stipulated in TASBA constitution.

TASBA  
account

4.-(1) For the purpose of maintaining expenditure discipline, TASBA shall have its own Bank account.

(2) The outgoing students' government shall leave in the TASBA account the amount not less than 5% of the annual TASBA income collected from Students' Union contributions.

(3) The Student Government concerned shall, where there is a breach of subrule (2), be required to refund such amount.

(4) TASBA account shall be audited by the School's Internal Auditor in every training year.

Corresponden  
ce

5.-(1) All correspondences outside the School by TASBA shall obtain approval of the Dean of Students.

(2) Without prejudice to subrule (1), the Dean of Students may withhold approval if the subject matter is against order or is contrary to the rules and procedures of

the School.

Meetings  
outside  
School

6.-(1) Any student intending to participate in any meeting, gathering debate or discussions involving the School affairs shall be required to obtain written authorisation from the Dean of Students.

(2) The request for authorisation under subrule (1) shall be in writing and shall specify-

- (a) the authority with whom the meeting will be held;
- (b) the issue to be discussed; and
- (c) the time and place for such meeting.

(3) The application under subrule (1) shall be submitted-

- (a) in the case of a single student, by the student himself; or
- (b) in the case of a group of students, through students representative.

Leave  
absence  
of

7.-(1) Any student who wants to travel outside Dar es Salaam region during classroom training period shall request permission in writing to-

- (a) where the travel is for a period not exceeding five days, the Dean of students;
- (b) where the travel is for a period exceeding five days, the Deputy Principal Training, Research and Consultancy; and
- (c) where the travel is during weekends or public holidays, the Dean of students.

(2) Permissions to travel outside the country shall be requested in writing from the Principal.

Collection of  
money

8.-(1) No student shall be allowed to collect money or fundraise by using the name of the School without prior permission of the School.

(2) Application for permission to collect money or fundraise shall be made in writing to the Dean of Students

through TASBA and shall be accompanied with a statement of reasons for the collection of money or fundraising.

(3) The collector or fundraiser shall ensure that the money collected is deposited in the TASBA account and evidence demonstrating expenditure of the money shall be submitted to the Dean of Students.

### PART III DISCIPLINARY MATTER

Protection of  
School image

9. A student shall not conduct himself in a manner that has the effect of tarnishing the image of the School.

Students'  
Disciplinary  
Authority

10. The Students' disciplinary authority of the School shall be-

- (a) the Dean of Students;
- (b) the Students' Welfare and Disciplinary Committee; and
- (c) the Students' Disciplinary Appeals Committee.

Dean of  
Students

11.-(1) The Dean of Students shall have the power to warn, reprimand or require any student who has breached these Rules to rectify any such breach.

(2) Where a student is not satisfied with any warning, reprimand or any other directive by the Dean of Students made under subrule (1) shall, within five working days, request the Dean in writing to submit the matter to the Students' Welfare and Disciplinary Committee.

(3) Notwithstanding the provisions of subrule (2), the Dean of Students shall, upon such request, submit the matter to the Students' Welfare and Disciplinary Committee within seven days.

Students'  
Welfare and

12.-(1) The delegates of Students' Welfare and Disciplinary Committee shall be appointed by the

- Disciplinary Committee
- Principal and shall comprise of-
- (a) a senior member of staff who shall be a Chairperson;
  - (b) one member from Legal Unit who shall be the Secretary;
  - (c) senior officer from the library department;
  - (d) one member of staff from Directorate of Practical Legal Training; and
  - (e) one student's representative appointed by TASBA President.
- (2) A member of the Committee shall serve for a term of three years and may be reappointed for one further term.
- (3) The quorum of the Committee shall be three members in the meeting.
- (4) The Committee shall have the power to impose penalties to any student who commits any offence specified in the First Schedule.
- Students' Disciplinary Appeals Committee
- 13.-(1) The delegates of Students' Disciplinary Appeals Committee shall be appointed by the Principal and shall comprise of-
- (a) Chairperson;
  - (b) a secretary; and
  - (c) three other members, one of whom shall be student's representative.
- (2) A member of the Students' Disciplinary Appeals Committee shall serve for a term of three years and may be reappointed for one further term.
- (3) The quorum of the Students' Disciplinary Appeals Committee shall be three members in the meeting.
- (4) The Students' Disciplinary Appeals Committee shall have the power to hear an appeal from a student who is not satisfied with the decision of the Students' Welfare and Disciplinary Committee.
- Complaints
- 14.-(1) Any complaints concerning violation of

these Rules shall be lodged in writing to the Dean of Students.

(2) The Dean of Students shall, upon receiving a complaint, initiate an investigation on the matter and take an appropriate action.

(3) Where a student is complaining against a staff of the School, the Dean of Students shall submit the complaint to the Head of the Unit, Section or Directorate in which the staff belongs.

(4) Where the Head of the Unit, Section or Directorate referred to under subrule (3) has failed to resolve the matter, he shall refer it to the appropriate higher Disciplinary authority of that Staff.

Appeal

15.-(1) A party aggrieved by the decision of the Students' Welfare and Disciplinary Committee may, within seven days from the date of decision, appeal to the Students' Disciplinary Appeals Committee.

(2) An appeal under subrule (1) shall be in writing and shall set out the grounds of such appeal.

(3) An appeal preferred under subrule (1) shall automatically stay any punishment given by the Students' Welfare and Disciplinary Committee pending determination thereof.

(4) The Students' Disciplinary Appeals Committee may, upon application in writing, extend the time for lodging an appeal.

(5) The Students' Disciplinary Appeals Committee shall meet within seven working days following the receipt of any appeal and determine it.

(6) A member of the Students' Welfare and Disciplinary Committee, who took part in the decision which has been appealed against and brought before it, shall not take part in the hearing of such appeal.

(7) The Students' Disciplinary Appeals Committee shall, in determining an appeal brought before it, have the power to confirm or set aside the decision of the Students'



Welfare and Disciplinary Committee and shall state the reasons for its decision.

(8) The decision of the Students' Disciplinary Appeals Committee shall be final.

#### PART IV GENERAL PROVISIONS

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|-------------------------|--|
| Property of student     | 16. The School shall not be responsible for the care and safety of any property of a student.  |
| Accommodation and meals | 17. A student shall be responsible for his accommodation and meals.  |
| Special needs           | 18. A student with a special need shall present to the Principal a certificate of the special need proved by a medical practitioner, to get the help when needed.  |
| Students dress code     | 19. Every student shall be required to adhere to the dress code as stipulated in the Second Schedule.  |
| Library services        | 20. Every student or candidate shall abide by library rules.   |
| Costs of suspension     | 21. A student who resumes studies at the School after being suspended under any of the provisions of these Rules such student shall personally bear all the costs and other consequences of such suspension. |
| Students' bereavement   | 22. The School shall, in the event of death of a student, participate in the funeral processes and may send a condolence.  |
| Criminal offences       | 23.-(1) A student who is convicted of any criminal offence shall, immediately upon such a conviction, cease to be a student of the School.   |

(2) Notwithstanding the provisions of subrule (1), where a student convicted of any criminal offence has succeeded against such conviction on an appeal, the student shall be allowed to continue his studies at the School.



*Law School of Tanzania (Students' General Welfare, Conduct and Disciplinary Matters) Rules*

*GN. No. 615 (Contd)*

FIRST SCHEDULE

*(Made under rule 12(4))*

OFFENCES AND PENALTIES

S/ N	OFFENCES	FIRST BREACH	SECOND BREACH	THIRD BREACH
1	To make noise or disturbance or mobilize other students or people to make noise or disturbance of any kind in any premises or compound of the School.	Severe warning	Suspension for 30 days.	Dismissal
2	To instigate or participate in any mob action, strike, boycott of classes or any civil commotions.	Suspension for 30 days.	Suspension for 90 days.	Dismissal
3	To willfully organize and, or participate or convince others to organize and, or reticulate in any illegal meeting.	Suspension for 30 days.	Suspension for 90 days.	Dismissal
4	Drunkness or any disorderly conduct or unbecoming behavior.	Severe warning	Suspension for 30 days.	Dismissal
5	To behave in any manner which does or is likely to cause damage to the property of the School or of another student or any other member of the School community	Severe warning	Compensation commensurate with the damage done	To pay compensation for the damage done and dismissal.
6	To behave in any manner which is likely to encourage or instigate violence among other students or any member or employee of the School.	Severe warning	Suspension for 30 days.	Dismissal

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7	To abuse or harass any member of staff of the School, their family or any fellow student.	Severe warning	Suspension for 30 days.	Dismissal
8	To litter the compound of the School with waste papers or any other kind of rubbish.	warning	Severe warning	Fine of not more than one hundred thousand Tanzanian shillings
9	Smoking, at the School compound.	warning	Severe warning	Fine of not more than one hundred thousand Tanzanian shillings
10	Any conduct which obstructs or frustrates or is likely to obstruct or frustrate the carrying out of any instructional or lawful activities scheduled to take place in the School.	Severe warning	Suspension for 30 days.	Dismissal
11	To give false information, fail to identify oneself or produce an identity card when called upon to do so by any authorised officer of the School lawfully empowered to demand any such information or identity in the execution of his lawful functions.	warning	Severe warning	Suspension for 30 days.
12	To willfully, maliciously or negligently destroy trees, hedges, flower beds, fences of any kind, lawns or any other physical features maintained and cared by the School.	Severe warning	Fine of not more than one hundred thousand Tanzanian shillings	Suspension for 60 days.
13	To invite, entertain and, or hide a criminal fugitive or any person banned from the School's compound or	Severe warning	Suspension for 30 days.	Dismissal

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	premises.			
14	Failure or refusal to abide by any lawful order issued by the School or refusal to abide any lawful decision or directive passed by any appropriate organ of the School.	Suspension for 30 days.	Suspension for 90 days.	Dismissal
15	Any unauthorised possession of the School's property.	Severe warning	Suspension for 30 days.	Dismissal
16	To willfully obstruct or cause to be obstructed any work or proceedings of any lawfully established organ of the School.	Severe warning	Suspension for 30 days.	Suspension for 60 days.
17	To use the facilities of the School in a private capacity without prior authorisation of the officer-in-charge of the Unit or Directorate under which such service are rendered.	warning	Severe warning	Suspension for 30 days.
18	To assault a fellow student or any member of the School community.	Severe warning	Suspension for 30 days.	Dismissal
19	To threaten a fellow student or any member of the School community or cause physical harm for whatever reason.	Suspension for 30 days.	Suspension for 90 days.	Dismissal
20	To use ICT skills and equipment in any unacceptable manner or any use of ICT skills to violate rules of the School.	Severe warning	Suspension for 30 days.	Suspension for 60 days.
21	Unauthorised placing of any notices, posters, signs or any other things in any place within the School premises without permission.	warning	Severe warning	Suspension for 30 days.
22	The creation of an intimidating, hostile, attack or education of things which are illegal or violate School rules.	warning	Severe warning	Suspension for 30 days.

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*GN. No. 615 (Contd)*

23	Interfering with any communication media, system or air waves for whatever purpose and, in particular, securing hidden identity for the transmission of any message to other students and members of the School community with a view of achieving anything unlawfully.	Dismissal		
24	Sexual jokes, lewd suggestions and obscene gestures to his fellow student, the trainer or staff of the School.	Severe warning	Suspension for 30 days.	Suspension for 60 days.
25	Belittling comments on a person.	Severe warning	Severe warning	Suspension for 30 days.
26	Pressuring for sexual activity or favors.	Severe warning	Severe warning	Suspension for 30 days.
27	Telling lies or spreading rumors about a person's sexual life with the purpose of assassinating the character of the victim.	Severe warning	Severe warning	Suspension for 30 days.
28	Unwanted physical contacts of any sort which is sexual in nature including touching of sensitive body parts or seize, brushing against another's body, hair or clothes, kissing, pinching.	Severe warning	Suspension for 30 days.	Dismissal
29	Displaying of pornographic or sexually suggestive picture.	Severe warning	Suspension for 30 days.	Dismissal
30	Transmitting offensive matters of sexual nature in a written way or by telephone or internet.	Suspension for 30 days.	Suspension for 90 days.	Dismissal
31	The use of one's authority or power, either explicitly or implicitly, to coerce another into unwanted sexual relations.	Severe warning	Suspension for 30 days.	Dismissal
32	To facilitate sexual harassment of whatever kind.	Suspension for 30 days.	Suspension for 60 days.	Dismissal

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*G.N. No. 615 (Contd)*

33	To publish or cause to be published through a computer system or through any other information and communication technology such as pornography or pornography which is lascivious.	Suspension for 60 days.	Dismissal	
34	To publish sexual information or data presented in a picture, text, symbol or any other form in a computer system knowing that such information or data is false, deceptive, misleading or inaccurate, and with intent to defame, threaten and tarnish the image of the School and public.	Suspension for 60 days.	Dismissal	
35	To initiate or send sexual electronic communication to another person with intent to coerce, intimidate, harass or cause emotional distress.	Severe warning	Suspension for 60 days.	Dismissal
36	To initiate or assist the transmission and retransmit of sexual unsolicited information or messages.	Severe warning	Suspension for 30 days.	Dismissal

*Law School of Tanzania (Students' General Welfare, Conduct and Disciplinary Matters) Rules*

*GN. No. 615 (Contd)*

SECOND SCHEDULE

*(Made under rule 19)*

STUDENTS DRESS CODE

This Code makes reference to Government Dress Code Circular as issued from time to time and the Advocates (Professional Conduct and Etiquette) Regulations.

It is therefore stated that student's dress code will be as follow:

1. On Monday the student should appear in formal business attire that is black or dark blue or grey suits with white or light blue shirt for male and white or light blue blouse for female and black or brown shoes. For female students both skirted and pantsuits are acceptable.
2. During mock trial, moot court and other similar exercise as advised by the Course Coordinator for the particular course, students will also appear in the formal business attire.
3. On the rest of the days, casual smart dressing is accepted with the conditions stated in the table below.

S/N	Unacceptable clothes for female	Unacceptable clothes for male	General conditions for both male and female students
1.	Tightly fitting clothes, transparent including but not limited to trouser, skirt and dress/gown.	Slovenly looking trousers	Clothing that reveals too much cleavage, back, chest, feet, stomach and underwear is not appropriate at the School.
2.	Skin tights.	Unbuttoned shirts and sleeveless shirts	Pants and skirts not fit at the waist and not properly hemmed or cuffed at or below the ankle, but not dragging the ground. "Mlegezo/ "Kata K" type of dressing is strictly not allowed.
3.	Gowns or skirts hanging above the knees, all clothes worn must be knee -length or below the knee.	Clothing that reveals the torso	Both casual and formal business attire should be clean, never wrinkled, without holes and stains.
4.	Clothes with slits above the knees.	Bandannas worn round the head.	Any clothing that has words, terms, or pictures that may be offensive to other people or group is unacceptable. Clothes with political message not allowed.



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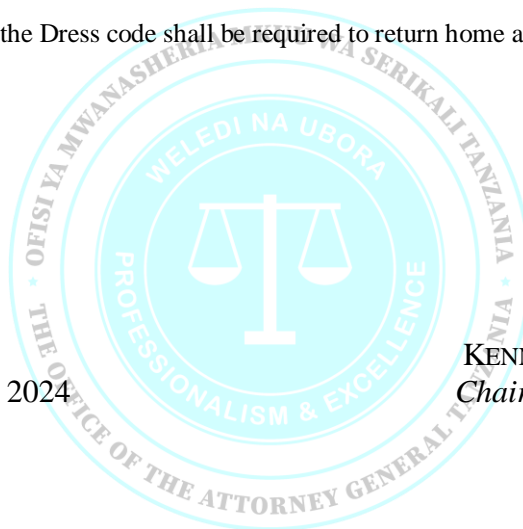
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5.	Dresses exposing stomach, breasts, waist or thighs.	Male should not have plaited hair, dread-locks, earrings or ornamental beards.	Shorts and trouser of jeans are not allowed.
6.	Transparent dresses of any kinds.	Beards must be kept well. Shabby beards are not allowed	Bare backs, off-the-shoulder tops and t-shirts, midriff shirts and tops are not allowed.
7.			Sunglasses are not to be worn inside the School area.

\* Any student breach the Dress code shall be required to return home and to change the attire.

Dar es Salaam,  
....., 2024



KENNEDY G. GASTORN  
*Chairman of the Board*