



## CRIMINAL OFFENCES

The University has a duty of care to its students and staff. If at any time during your academic career at the University you are interviewed by the Police in relation to a criminal offence you are **required** to report this **immediately** to the Secretariat (specifically, the Head of Student Complaints and Appeals).

If you are charged and sent for trial the Secretariat must be kept informed at all stages either by you or your solicitor. If you are convicted by the Court this and any sentence imposed must be reported to the Secretariat.

Failure to make any of the above reports will render the student liable for action under the General University Disciplinary Regulations.

### Contact details for the Head of Student Cases are as follows:

The Head of Student Cases  
The Secretariat  
Level 11, E C Stoner Building, University of Leeds, Leeds LS2 9JT

Tel: 0113 343 1276  
Fax: 0113 343 3925  
Email: [studentcases@leeds.ac.uk](mailto:studentcases@leeds.ac.uk)

Web site [http://www.leeds.ac.uk/secretariat/student\\_cases.html](http://www.leeds.ac.uk/secretariat/student_cases.html)

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