

IMLI STUDENT RULES
(Amended November 2002)

These rules are promulgated pursuant to the Statute of the IMO International Maritime Law Institute.

1. Definitions

For the purposes of these rules:

- 1.1 "Institute" or "IMLI" is the IMO International Maritime Law Institute
- 1.2 "Administration" is the secretarial support staff at IMLI
- 1.3 "Resident" is a student to whom IMLI accommodation has been allocated
- 1.4 "Student" means an individual registered as an IMLI student in any academic year
- 1.5 "Flat" means a residential unit designated as accommodation
- 1.6 "Premises" means the premises of the Institute including all residential accommodation as well as parking areas.

2. Allocation and Vacation of Flats

- 2.1 Allocation of flats to residents will be made under the direction of a senior official of the Institute.
- 2.2 A resident shall occupy the same flat for the whole academic year unless a different flat is allocated on a temporary or permanent basis.
- 2.3 Flats must be vacated by living residents at the end of the academic year. All personal property must be removed and the flat left in a clean condition.

3. Safety, Security, Care and Maintenance of Accommodation

- 3.1 No heating or cooking appliances other than those provided by IMLI may be used in any flat.
- 3.2 Damage caused by any resident to property owned or possessed by IMLI will be charged to that resident.
- 3.3 Property owned or possessed by IMLI must not be removed from the flat.
- 3.4 Residents must report to Administration any damaged or defects occurring in any flat or in any property or fixtures therein so that they may be repaired as necessary and responsibility for such damage or defect be determined.
- 3.5 Residents must not make any alterations or repairs whatsoever to the property, furniture, appliances or fittings provided by or through IMLI without the express approval of the Director of the Institute.

3.6 No potentially dangerous substance or weapon shall be brought into the premises.

3.7 No smoking is allowed on the premises except in the flats and in areas designated for smoking.

3.8 Residents must ensure that their flats are securely locked at all times. IMLI does not accept responsibility for the private possessions of residents.

3.9 Residents must ensure that when lights or appliances are not in use they are disconnected or switched off.

4. Orderliness on the Premises

4.1 No person not identified by a member of the Institute shall be admitted to the premises.

4.2 Residents may be permitted to use their own radios, stereos, musical instruments and similar entertainment equipment in their respective flats provided such use does not cause undue noise, nuisance or inconvenience to others, in which case, such privileges will be withdrawn.

4.3 No animal or household pet is allowed on the premises at any time.

4.4 No private business or trade or the practice of any profession may be carried out on or from the premises.

4.5 No resident is permitted to sublet any flat.

4.6 Residents must not bring motorcycles, scooters or bicycles or parts thereof into the flats and must not park any vehicles or other means of transportation anywhere on the premises except in designated parking areas.

4.7 A resident is not permitted to visit or remain in the flat of another resident between the hours of 10 p.m. and 8 a.m.

4.8 No parties are to be held by residents on the premises without the express permission of the Director.

4.9 A resident may not take up accommodation in any place outside the premises or otherwise absent himself/herself from the Institute without prior authorization from the Director.

4.10 Should a student be in breach of the provisions of paragraph 4.9, there shall be deducted from the stipend payable to him/her in terms of Rule 14 hereof, a sum proportionate to the duration of his/her absence.

5. Visitors and Guests of Residents

5.1 Only bona fide guests or visitors, identifiable as such to the satisfaction of a member of the IMLI staff, shall be permitted to enter the premises to visit a resident.

5.2 Visitors or guests of residents are not permitted to enter flats. Residents may meet with their visitors or guests in the common room or back courtyard.

5.3 No visitors or guests of residents are permitted to enter or remain on the premises between the hours of 10 p.m. and 8 a.m.

5.4 Residents are personally responsible for their visitors and guests and are accountable for the conduct of such visitors and guests.

5.5 IMLI does not accept any responsibility for the private possessions of visitors or guests or residents.

6. Health, Hygiene and Cleanliness

6.1 All students may be required to undergo a medical examination upon arrival at IMLI. The Director is entitled to see the report of such and any other examination.

6.2 If a student is found to have a medical problem which is incompatible with his/her status as an IMLI student, the student may, at the sole discretion of the Director, be required to return to his/her home country.

6.3 IMLI reserves the right to enter all flats for cleaning and maintenance. Whenever possible, residents will be notified of any visits to be made other than routine cleaning visits.

6.4 If it becomes necessary for IMLI to carry out extra cleaning of any flat, a charge may be levied on the resident.

6.5 Residents are responsible for making their beds every day and cleaning their own dishes and kitchen utensils.

6.6 Residents must remove garbage and other refuse from their flats on a daily basis and place the same in the designated area from where the Institute's garbage is collected.

7. Laundry Facilities

7.1 Residents may use for their personal washing, the washing machine of the Institute designated for student use, according to the schedule set by Administration.

7.2 Male and female residents shall be allocated different washing days and times which must be adhered to strictly.

7.3 Residents are not permitted to do their washing in the courtyards except on weekends and public holidays.

8. Courtyards

8.1 Courtyards must be kept clean and tidy. No garbage or refuse must be left out in the courtyards. No cigarette butts are to be discarded in the courtyards.

8.2 The garden chairs, table and umbrellas must not be removed from the back courtyard without the permission of a senior official of the Institute.

8.3 No noise, nuisance or playing of loud music is permitted in the courtyards.

9. Lecture Hall and Common Room

9.1 Students must keep the lecture hall and common room in a clean and tidy condition.

9.2 No furniture or appliances are to be removed from the lecture hall or common room.

10. Library

10.1 The IMLI Library shall be available for use by students at designated times.

10.2 No books or materials shall be removed from the library, whether for reading or photocopying, other than in conformity with the procedures laid down for the borrowing of books and materials.

11. Class Attendance

11.1 Attendance at every lecture or other academic activity is compulsory unless an exception is made in the event of illness of the student or other valid reason at which case prior permission must be granted by the member of faculty concerned. Students are required to sign the attendance book for every lecture and academic activity.

12. Books

12.1 Personal copies of selected text books will be provided to each nominated student.

12.2 Other study materials will be provided to all students as deemed necessary by the faculty member concerned.

12.3 Students are advised to bring with them copies of the United Nations Convention on the Law of the Sea, 1982 and copies of their National Shipping Legislation.

13. Posting of Books and Study Material

13.1 Books and study materials of nominated students will be sent by parcel post to the respective home countries of the students at the end of the course. Each student shall be permitted a maximum of 20 kilograms of such books and study materials. Details regarding packaging will be provided by Administration at the relevant time before students leave Malta.

14. Stipend

14.1 Each nominated student while in residence at IMLI shall receive a stipend of Lm135 per month and pro-rata. The stipend is intended to cover a student's personal expenses including board and other day-to-day needs.

14.2 No stipend shall be paid after the students leave the Institute at the end of the academic year provided that a subsistence allowance shall be paid if the field trip, referred to below, takes place.

15. Photocopying Allowance

15.1 Each nominated student shall receive a photocopying allowance of Lm20 at the beginning of the course

to cover costs of photocopying study and research materials. An additional amount may be provided in the second semester at the Director's discretion and upon written application made to him by the student concerned.

15.2 The rate for photocopying at IMLI is 3 Maltese cents per page payable to Administration. Less expensive photocopying facilities are available off the University Campus.

15.3 Students are not permitted to approach any member of staff for doing any photocopying other than in conformity with set procedures.

16. Word-Processing Allowance and Facilities

16.1 Each nominated student shall receive a one-time allowance of Lm 20 as a subsidy for defraying the costs incurred in the preparation of the dissertation and maritime legislation project. The allowance will be granted at the appropriate time in the academic year.

16.2 Students may avail themselves of the I. T. facilities in the "Lloyds Register Computer Room" of the Institute at designated times, provided that they shall not remove, transfer or in any other way tamper with any of the furniture, equipment or software found therein.

16.3 Students will be given an electronic access card for the purpose of using the facilities mentioned in paragraph 16.2 hereof. Should a student fail to return such card or should the card be returned in a damaged state the student will be liable to pay a fine of Lm10 to the Institute.

17. Assessment

17.1 In addition to the final examinations and the dissertation and legislative drafting project, students will be assessed by virtue of written tests in Shipping Law and Public International Law which will be held at the end of the first semester and by written assignments which shall be set during the course of the academic year.

18. Copyright

18.1 Students hereby waive any rights they may have in any work including dissertations and legislative drafting projects produced by them at the Institute, if the Institute decides to publish such works in any form whatsoever.

19. Examinations

19.1 No electronic devices or dictionaries are allowed in the Examination Hall.

20. Academic Year

20.1 The Director has the right to determine the date of commencement and termination of the academic year.

21. Field Trip

21.1 Subject to availability of sufficient funds and approval of the Governing Board, an educational field trip may be organized as part of the course curriculum.

21.2 It is stressed that the Institute is under no obligation to hold a field trip. However, if a trip is held, participation at the field trip and attendance at all events thereof are compulsory.

22. Telecommunications

22.1 All telephone calls must be made from Maltacom card phone installations. There are three such installations on the IMLI premises. Faxes may be sent through the Institute's facilities against immediate payment to be made to Administration after the termination of communications.

23. Violations

23.1 Any violation of these Rules is liable to attract disciplinary action, including dismissal from IMLI.

24. Supplements and Amendments

24.1 These rules may be supplemented or amended at any time and as deemed necessary by the Director.

I undertake to comply with the IMLI student Rules and any amendments thereto which may be adopted from time to time by the Institute.
