



**JAIPUR NATIONAL  
UNIVERSITY**  
RAS AL KHAIMAH CAMPUS

# STUDENT HANDBOOK 2025-26





**JAI PUR NATIONAL  
UNIVERSITY**  
RAS AL KHAIMAH CAMPUS

## Welcome to JNU Ras Al-Khaimah Campus, UAE

Jaipur National University, Ras Al Khaimah (JNU RAK), is the international campus of JNU, Jaipur - a NAAC A+ accredited university known for its academic excellence and industry-aligned education. With this global extension in the UAE, JNU brings over 20 years of innovation, hands-on learning, student achievement to an international setting. JNU RAK blends practical education with modern Ed-Tech tools and a corporate learning environment, helping students build real-world skills and prepare confidently for their professional journeys.

### **A Tradition of Academic Excellence**

For over 20 years, Jaipur National University has nurtured future-ready leaders through a strong focus on research, critical thinking, and experiential learning. JNU RAK is extremely proud to carry forward this legacy with a global outlook with a perfect combination of tech-enabled learning systems, an Ed-Tech powered approach, and a corporate learning environment that mirrors real-world challenges.

With a focus on student success, JNU RAK also offers merit-based scholarships, opening doors for high-achieving students to access quality education on an international stage.



## Vision

1. Lead in delivering unique and inclusive learning across disciplines.
2. Advance knowledge to build a sustainable society and environment.



## Mission

1. Provide global learning through broad, balanced academic programmes.
2. Uphold excellence through high standards and global recognition.
3. Embrace diversity of thoughts, ideas, and perspectives.
4. Develop human and intellectual potential of all stakeholders.
5. Incorporate current trends and best practices in education.



## Core Values





## **Dr. Sandeep Bakshi**

Chancellor

Dear Students,

It gives me great pleasure to welcome you to Jaipur National University RasAl Khaimah (Campus)-a place where aspirations take shape and potential is transformed into achievement. I congratulate you on choosing JNU RAK for your academic journey. You are now part of an institution that is NAAC A+ accredited and proudly recognized by all major regulatory bodies including UGC, NMC, PCI, BCI, NCTE, and MCI.

At JNU, we are committed to nurturing not just scholars, but future leaders, innovators, and change-makers. You are stepping into a vibrant, inclusive environment that encourages you to explore your talent, pursue your passion, and strive toward your personal and professional goals.

I urge you to embrace every opportunity -academic, cultural, and co-curricular that this University offers. Be proactive, be curious, and most importantly, enjoy every minute of this transformative journey. These years will shape not just your career, but the person you become.

Welcome to JNURAK. We're excited to see you realize your dreams!



**Prof. H.N. Verma**

Pro Chancellor

Dear Students,  
Welcome to Jaipur National University, Ras Al Khaimah (Campus)

Warm and hearty greetings to dear students, parents and guardians. You are now a part of a multi faculty University that strives for academic excellence in all areas of teaching and co-curricular activities. To ensure a smooth transition of your new journey, we have organized an Induction Programme to familiarize you with the different campuses, faculties, and essential academic guidelines.

During induction, you will meet your faculty and mentors, learn about academic expectations and campus life, understand support services available to you and clarify any doubts regarding your course and facilities. The orientation sessions would help you to understand what is in store for you in future. The students are attracted to JNU RAK by our unsurpassed quality of life and our excellent education system. You will find best possible facilities and infrastructure for optimizing learning and your holistic development. Your active participation is crucial to start your academic life with confidence and clarity.

Enjoy every movement of your stay."



**Dr. Sudhir Bhandari**

Pro Chancellor (Medical)

Dear Students,

Jaipur National University Ras Al Khaimah (Campus) is synonymous with academic excellence and holistic learning. With a rich array of courses-ranging from Computer Systems to Management, JNU RAK offers a vibrant, multidisciplinary environment that fosters innovation and leadership.

Of special pride is the Institute for Medical Sciences and Research Centre, along with the School of Paramedical Sciences, which offer cutting-edge training in medicine and healthcare, supported by two state-of-the-art tertiary care hospitals. These centers of clinical excellence are grooming the next generation of doctors and healthcare professionals with a blend of compassionate care and global competence. JNU is more than an academic institution - it is a transformative journey. For every aspiring mind seeking the best in education, discovery, and personal growth, Jaipur National University is truly the destination of dreams."



**Dr. R.L. Raina**

Vice Chancellor

Dear Student,

Hearty Welcome to your own University, the Jaipur National University, Ras Al Khaimah Campus! Congratulations on your very well thought through decision of joining a NAAC A + recognized Institute, and for pursuing your academic dreams.

Our University Headquarters operates from a lush green campus in a serene environment, a multi-faculty and multi-disciplinary student-centric University driven by highly qualified and experienced faculty, led from the front by its dynamic Chancellor, Dr. Sandeep Bakshi, a transformational education leader, eagerly awaits your arrival on the Campus.

Smart classrooms, well equipped labs and rich learning resources have been augmented to enhance your learning experiences. Student driven clubs are all set to attract you to engage and explore co-curricular and extracurriculars that nurture your talent and passion.

We look forward to bringing you the same excellence in our Ras Al Khaimah Campus and wish you a rewarding life and career ahead!"



**Dr. Preeti Bakshi**

Executive Director

Dear Students,

"Excellence is not being the best, it's doing your best."

True success comes not just from talent, but from hard work, dedication, and the courage to lead with integrity. Each one of you has the power to become a leader- not by position, but by example. Let your actions reflect discipline, passion, and a relentless pursuit of growth.

Excellence should be your only benchmark.

Lead with purpose. Work with sincerity. And always strive to be better than you were yesterday.



## **Ms. Aishwarya Bakshi**

Managing Director, JNU Ras Al Khaimah Campus

Dear Students,

It is both an honor and a profound joy to welcome you to Jaipur National University's new campus here in Ras Al Khaimah. For nearly two decades, JNU has been a symbol of academic excellence in India, nurturing talent, fostering innovation, and shaping leaders across disciplines. Today, that proud legacy finds a new home in the United Arab Emirates, and you are at the very heart of this historic beginning.

As the founding cohort of JNU Ras Al Khaimah, you are not just students, you are pioneers! You carry forward a tradition built on excellence, integrity, and ambition, while also creating a future that will inspire generations to come. This campus will be a place where ideas are born, aspirations are nurtured, and success is forged through hard work and vision.

Your journey begins here. The opportunities before you are boundless, and the future you seek is truly in your hands. Step forward with courage, curiosity, and conviction, for this is where your story of achievement begins.

With my warmest wishes for your success,



## Academic Calendar (Sep2025 Intake)

The academic calendar is designed to help students plan their studies and co-curricular activities. Dates may be adjusted according to local holidays, public health directives or other contingencies. Students will be notified of any changes by the Registrar's office via official channels.

Event/Activity	Date
Orientation and School Induction Programme	01-04 Sep 2025
Commencement of Classes	08-Sep-25
Mid-term exam week	20-21 Oct
Break	10-14 Nov 2025
UAE National Day Holiday	01 – 03 Dec 2025
Event/ Annual fest	04-05 Dec
Registration for Spring 2026	*08-Dec 2025
Winter Break	22 Dec – 04 Jan 2026
Last day of classes	09-Jan-26
End Term Practical Examination	12-16 Jan 2026
End-term Examination	19-30 Jan 2026
End of Fall Semester	30-Jan-26
Commencement of Classes Rollover Batch	02-Feb-26
Result Declaration	15-Feb-2026

\* Holidays and other events are subject to change based on government announcements.

## Academic Calendar (Jan2026 Intake)

Event/Activity	Indicative Period
Orientation and School Induction Programme (Sem II)	02–04 Feb 2026
Commencement of Classes	05-Feb-26
Ramadan to begin*	16-Feb-26
Eid Al Fitr holidays*	18-22 Mar
Mid-term Exam Week	13-18 Apr 2026
Eid / Labour Day Break*	01–03 May 2026
Cultural Fest	04–05 May 2026
Registration for Fall 2026	08-May-26
Last Day of Classes	05-Jun-26
End Term Practical Examination	08 Jun – 13 Jun 2026
End-term Examination	15–30 Jun 2026
End of Spring Semester	30-Jun-26
Result Declaration	15-Jul-26
Commencement of Rollover Batches	17-Aug-26
Orientation and School Induction Programme For New Batch	1-3 Sep

\* Holidays and other events are subject to change based on government announcements.

## 1. Important Information

1. Students are required to observe and follow all the rules and regulations, enforced from time to time by the University. Any breach of rules and regulations shall invite penalty, including fine, suspension and/or expulsion from the University.
2. The University reserves the right to change the curricula and course contents of the programmes of study, rules and regulations, teaching schedule, fee structure, hostel charges, etc., after due approval of the statutory bodies of the University. The decisions of the University shall be final in all such matters.
3. If a Student provides false information and suppresses facts relating to his/her admission, the admission may be cancelled, and all fee and payments shall stand forfeited, and the student would be liable to legal action.
4. Total fee for the programme is to be paid by the stipulated date decided by the University. Late payment may invite fine.
5. The University does not take any responsibility for delay in receipt and delivery of communication between the University and the applicant.
6. A student, who is offered provisional admission, is required to submit the marksheet and all other certificates, such as the Transfer Certificate, Migration Certificate and the Character Certificate, within two months from the date of admission, failing which the admission may be null and void. In such a case, only the security deposit will be refunded to the student.
7. All disputes are subject to the legal jurisdiction of Ras Al Khaimah UAE.

## 2. Regulations Related to Students Conduct and Discipline

Any breach of the following rules and regulations shall invite penalty, including fine, suspension and/or expulsion from the University.

1. Disruption of teaching, Class tests/Examination, Research or administrative work, Curricular and extra-curricular activities or residential life at the campus, including attempt to prevent/impede any officer, teacher or staff of the university from performing his/her duties; and any act that causes such a disruption.
2. Damaging or defacing University property or the property of any officer, teacher or staff of the University at the University Campus and outside.
3. Engaging in any act for any wrongful confinement of Teachers, officers, Employees and students of the University or creating nuisance inside the premises of the University.
4. Eve-teasing or disrespectful behavior with the teachers, staff and students of the University.
5. Assault or intimidation of the teacher, officer, employee and students or any other person inside or outside the premises of the University.
6. Ragging is a grave violation of personal dignity of the victim.
7. Use of abusive, Intimidating or derogatory slogans or language or incitement of hatred and violence or any such act of offence.
8. Organization of or participation in strikes, picketing for whatsoever reason.
9. Furnishing false certificates, information to the University.
10. Committing forgery, tampering with or misuse of the signatures of the University authorities, use of the letter heads, documentation and records, identification and cards etc., without permission of the University.

11. As per UAE law you cannot post any pictures or videos on social media of another person without their consents.
12. Using unfair means or showing disorderly conduct during or in relation to any University Examination.
13. Causing, encouraging or colluding in unauthorized entry of a person in the campus or having unauthorized occupation at the University premises, including hostels or residences.
14. Possession or consumption of alcohol i.e. drinks, narcotic drugs or psychotropic substance or other intoxicants and smoking in the University premises or Hostel.
15. Indulgence in gambling at the University campus or hostel.
16. Processing or using weapons such as Knives, Iron Chain, Iron Rod, Sticks, explosive, and firearm in the University premises.
17. Arousing communal, caste or religious feeling or creating disharmony among fellow students.
18. Tearing pages, defacing, burning destroying or stealing of books or other documents, reading materials or misusing, burning, destroying or stealing laboratory equipment's or materials.
19. Getting enrolled concurrently in more than one programme of study, except where approved
20. Failing to disclose the identity when asked to do so by an employee or officer of the University.
21. Unauthorized acquisition or use of furniture in hostel room or elsewhere.
22. Unauthorized occupation of hostel room.
23. Accommodating guests or the other persons in hostel without permission of the hostel authorities.
24. Improper rendering of adjustments against advances drawn from the University.
25. Any act of moral turpitude.
26. Any offence under law of land.
27. Improper behavior at the University premises or during study hours or excursions.
28. Pasting of objectionable posters or distributing pamphlets, handbills, etc. or writing or painting graffiti on the walls and disfiguring the University activities.
29. Failure to wear uniform/ decent attire/ Identity cards.
30. Use of undue political and other influences on teachers and functionaries of the University for favors.
31. Any other act deters mental to peaceful and orderly functioning of the University.
32. Use of cell phones in classrooms/ Examination, and during other academic activities.

### **3. The Student Discipline Committee**

The Academic Head appoints an enquiry committee in consultation with the campus head and Director, comprising the following members:

1. Campus Director
2. Academic Head
3. Senior Faculty
4. Manager – Administration

#### **4.1 Punishment for the misconduct shall include the following**

1. Expulsion from the University.
2. Formal Warning.
3. Compensation for the damages caused.
4. Suspension from the University.
5. Suspension from appearing in specific paper/Examination.
6. Monetary Fine.
7. Police Station.
8. Formal Written Apology.
9. Withdrawal of hostel facility for specified period.
10. Any other punishment as deemed fit.

#### **4.2 Officers Authorized to recommend the disciplinary actions**

1. Director
2. Academic Head

#### **4.3 Nature of Penalties**

The following penalties may be imposed depending upon the gravity of the misconduct:

1. Written warning and information to the Parents/ Guardians.
2. Fine upto AED 1,000 which may be extended.
3. Suspensions from the Class/Department/Hostel/Library.
4. Suspension and cancellation of scholarship, Fellowship or any other financial assistance.
5. Recovery of monetary loss caused to the University.
6. Withdrawal from participation in sports and other such activities.
7. Disqualification from holding any representative position in class/Sports/Clubs etc.
8. Change of room/Hostel.
9. Denial of permission to take an Examination.
10. Suspension from University for a specific period.

The University reserve the right to act in each given situation depending on its magnitude and gravity.

#### **5. Tips for students**

1. Always keep your identity card and Emirates ID ready to produce on demand by the University authorities.
2. Come to the classroom laboratory or any academic programme in decent attire.
3. Maintain discipline and decorum at the time of University function/ Convocation/ Sports day. Etc.
4. Bring to the class/lab the relevant books/records and follow the instructions given by the teachers and the University authorities.

5. Make sure that a congenial atmosphere is maintained at the campus and ensure healthy relation in the University community.
6. Beware of cybercrimes, Misuse of internet, Hacking of messages/passwords etc. are grave offences.
7. Behave with outsiders as ambassadors of the goodwill of the University.

## 6. Examination and Evaluation

### 6.1 Evaluation Components

Each course at JNURAK comprises two components:

1. **Internal Continuous Evaluation (ICE)** – accounting for 40 % of the total marks. ICE may include assignments, projects, presentations, seminars, practical work, class tests, attendance and a mid-semester examination.
2. **Semester-End Examination (SEE)** – accounting for 60 % of the total marks. This examination is conducted under the supervision of the Controller of Examinations.

To pass a course, a student must obtain a minimum of **35 %** in the theory component and **50 %** in the practical component separately in both ICE and SEE. Failure to meet these thresholds in either component will result in a backlog, which must be cleared as per University regulations.

### 6.2 Examination Conduct

Students must adhere to the following rules during examinations:

- Arrive at the examination hall at least 15 minutes before the start time; late entry beyond 15 minutes is not allowed.
- Do not leave the hall within the first hour of the examination.
- Bring only permitted items (pens, pencils, simple calculators); electronic devices and notes are strictly prohibited.
- Mobile phones must be switched off and not kept on the person.
- Any form of cheating, collusion or impersonation will lead to immediate expulsion from the examination and may result in suspension or expulsion from the University.

### 6.3 Absence and Re-examination

- Students are required to maintain 75% attendance in all the classes to become eligible for appearing at the examination, failing which, they may not be allowed to appear in the class test/ mid-term, or semester end Examinations, both theory & practical's and this may adversely affect his/her internal/external assessments.
- Status report on monthly attendance in each paper is displayed on the notice board before the mid-semester and semester end Examinations.
- Leave of absence may be requested by a student in the following way (Leave will be granted only if the student is regular and having more than 50% attendance): -

S.No.	REASONS	PROCEDURE	EXEMPTION
1	Representing the University for any National/ International competition (including Moot Courts) and for participating in any other activity authorized by the University.	Application to the admin, with a copy to the Director	Actual number of days spent for traveling and participation in the competition.
2	Participating in any activity authorized by the University.	Application to the admin, with a copy to the Director	
3	Medical grounds (Hospitalization, Accident and Contagious / Infectious Diseases)	<p>Application to the admin, with a copy to the Director</p> <p>(a) Within three days of discharge of hospitalization(s), and</p> <p>(b) Inform within two days of recovery/fitness.</p> <p>In other cases:</p> <p>(a) Medical Certificate from a registered Medical Practitioner, endorsed by a University Panel Doctor</p> <p>(b) In case of the Medical Certificate issued by an outside doctor, it should be endorsed by the University Doctor</p> <p>(c) Supporting letter from the Resident Warden (where the applicant is a hostel resident).</p> <p>(d) In case of an arranged treatment, application along with prescription must be submitted.</p>	Up to 15% of the total classes held, if the student is regular in classes (more than 50% attendance).
4	Bereavement in Family	The application, duly signed by the parent for consideration, is required to be made to the admin, with a copy to the Director	Up to 10% of total classes held in each paper, subject to the discretion of the Director.

## 6.4 Promotion Rules

Students must clear a minimum number of courses to be promoted to the next academic year. Detailed promotion criteria for each programme are notified by the Examination Cell. Students who fail to meet the criteria may be required to repeat the year, although credit earned for previously cleared papers will be carried forward.

## 6.5 Re-evaluation

Students may apply for re-evaluation of a semester-end theory paper within 15 days of the result announcement upon payment of the prescribed fee. There is no re-evaluation for practical examinations or internal assessments. Requests for re-evaluation are limited to 25 % of the theory papers taken in that semester.

## 7. Attendance and Leave

### 7.1 Attendance Requirement

Students must maintain at least **75 % attendance** in each course to be eligible to appear in the semester-end examination. Attendance is calculated from the first day of scheduled classes.

### 7.2 Leave of Absence

Leaves may be granted under the following circumstances, subject to approval:

Reason	Procedure	Maximum Attendance Relaxation
Representing JNURAK in competitions (academic or sporting)	Application through the concerned coach/faculty advisor to the Director with supporting documents	Only the actual number of days spent in competition and travel
Participation in University-approved workshops or activities	Application through the faculty advisor to the Programme Director	Actual days spent; up to 15 % of total classes
Medical grounds	Submit a leave application to the Director with a medical certificate from a recognized medical practitioner within three days of returning to class	Up to 10 % of total classes
Bereavement or family emergencies	Application to the Director/Registrar	Up to 10 % of total classes

Students whose attendance falls below 75 % in any course will **not** be permitted to appear in that course's semester-end examination irrespective of the reason for absence. The Director has the authority to accept or reject medical certificates.

## 8. Training, Placement and Career Guidance

JNURAK's Career Resource Cell provides guidance and resources to prepare students for employment and further study. Services include:

- **Career counselling** and skills gap analysis.
- **Resume and portfolio development** workshops.
- **Job search strategies** and networking seminars.
- **Mock interviews** and group discussion practice.
- **Workshops on communication, presentation and interpersonal skills.**
- **Aptitude and psychometric testing.**
- **Industry interaction** through guest lectures, internships and job fairs.

The Cell also facilitates internships and placements by engaging with employers in the UAE and wider Middle East region, and by leveraging the global network of Jaipur National University. Students are encouraged to register with the Cell early in their course and to actively participate in training activities.

## 9 Library Rules and Regulations

### 9.1 Library Hours and Membership

The JNURAK library is open from **10 a.m. to 5 p.m.** from Monday to Saturday. Transactions (issue and return of books) are conducted between **11 a.m. and 4:30 p.m.** The library remains closed on public holidays. Categories of membership include:

- **Students (Undergraduate, Postgraduate and Research)** – upon presentation of a valid ID card.
- **Faculty members (full-time and visiting);**
- **Administrative and support staff.**
- **External members and guests** (subject to approval and fee).

Facilities available include lending of books and journals, access to e-resources, a book bank for textbooks, reprographic services, internet access, reading rooms and a special collection of theses and dissertations.

Category	No. of Books	Loan Period
Directors/Heads of Department	6	3 months
Professors	6	3 months
Associate/Assistant Professors	4	1 month
Adjunct/Part-time Faculty	2	1 month
Administrative staff	1	1 month
Research scholars	3	14 days
Postgraduate students	3	14 days
Undergraduate students	2	14 days

Borrowers must present their ID card when checking out materials. Books are issued on an “as is” basis and must not be marked or damaged. Overdue books will attract a fine. Loss or damage of library materials must be reported immediately and may require replacement or payment of the current price plus processing fees. Members misusing the library may have their privileges suspended or withdrawn.

### 9.3 General Library Conduct

1. Admission is restricted to registered members only; ID cards must be shown on request.
2. Personal belongings should be deposited in the designated area outside the library; only notebooks and laptops may be carried inside.
3. Maintain silence and a conducive environment for study; mobiles must be on silent mode.
4. Food and drinks are not permitted in the library.
5. Library staff are authorized to inspect items being taken out of the library and to confiscate unauthorized materials.
6. Before leaving the University or appearing for final examinations, students must obtain a **library clearance** indicating there are no dues.

### 10. Social Media Guidelines

These guidelines help JNURAK students use social media responsibly and avoid behavior that may harm the University's reputation or breach confidentiality:

1. **Respect the law and University policies** – Do not engage in illegal activities or violate the terms of service of social platforms.
2. **Protect privacy and copyright** – Do not post defamatory, harassing or offensive material, nor disclose confidential information.
3. **Avoid impersonation** – Do not create accounts or pages using the University's name or logo without written approval from the Marketing & Communications team.
4. **Separate personal and academic identities** – Do not endorse commercial products or initiatives using University resources for personal gain.
5. **Use discretion** – Think carefully before posting; moderate comments to avoid content that could adversely affect the University's reputation.
6. **Observe official communication protocols** when engaging with external stakeholders in the University's name.

### 11. Student Support Services

JNURAK provides a range of support services to ensure students' academic success and well-being. These include:

- **Academic advising** – Faculty advisors assist with course selection, progression requirements and academic difficulties.
- **Counselling services** – Confidential counselling is available to help students navigate personal challenges.
- **Health services** – The campus maintains a basic health clinic and can refer students to external healthcare providers.
- **Student accommodations** – On-campus hostel facilities are available subject to availability and compliance with hostel rules.
- **Sports and recreation** – Facilities for indoor and outdoor sports encourage physical fitness and team spirit.
- **Student clubs and societies** – Various cultural, literary, scientific and recreational clubs foster social engagement and leadership skills.

Further details and contact information for each service are provided on the student portal

## 12. General Conduct and Professionalism

As members of a higher education community, students are expected to demonstrate professionalism and respect towards faculty, staff, peers and visitors. Familiarize yourself with the cultural norms and legal requirements of the UAE. The University is committed to fostering a safe, inclusive and respectful environment. Violations of this ethos will be taken seriously.

## 13. Hostel Regulation

### Rules and Regulation

In order to maintain safe and secure living environment JNURAK Residents has its own code of conduct, residents are required to follow all national and local laws, as well as the customs of the United Arab Emirates.

- Parents/ Guardians will be permitted as the only visitors on the basis of prior notice and approval. Visits may be scheduled between the hours of 4pm to 8pm.
- Residents' Curfew Timing (For Monday- Sunday)
- All residents should return to Student Accommodation by 10:00 P.M.

Below Activities in the Student Accommodation are **STRICTLY forbidden**, violating the rules will give you Violation Points, Warning Letter, Penalties and dismissal of residency for repeating the serious violations.

- Trespassing opposite gender Residence.
- Allowing opposite gender in the room.
- Breaking curfew timing frequently, without parental consent.
- Usage of Alcohol/ Drugs, smoking inside room
- Hazing/ Ragging, intimidating or threatening other residents or residence personnel.
- Physical violence against anybody in the Student Accommodation premise.
- Disrespect to other's religion, sentiment or race.
- Vandalizing, defacing, breaking residence
- Visitors staying over night

**Do Not** leave valuables in the room, Keep the room always locked, JNU RAK Management will not be responsible in case of any theft.

### **Please always maintain**

- Good and healthy Etiquette
- Decent dress code
- Keep your rooms organized
- Always throw your leftover foods in the garbage chute
- Save water and electricity (Always switch off the lights, AC, Heaters before leaving)

In case of emergencies please contact Mr. Gaurav Nagar +971544222289

For escalations please contact Mr. Omer Khan +971566891413

## **14. Transport Regulation**

### **Terms & Conditions**

These terms & conditions govern the use of University provided transport services by students and ensure compliance with UAE transport safety laws and regulations, including the requirements set by the Roads and Transport Authority (RTA) and other relevant authorities.

#### **14.1 Eligibility**

- a) Transport service is available exclusively to registered students of JNURAK
- b) Students must submit a completed Transport Registration Form and pay the applicable transport fees in advance before the start of service.

#### **14.2 Pick-up and Drop-off**

1. Students must be present at their designated pick-up point at least ten (10) minutes before the scheduled departure time.
2. The driver will not wait beyond five (5) minutes of the scheduled pick-up time.
3. Drop-off will be made only at the pre-registered location. Any change requires written approval from the University Transport Office at least five (5) working days in advance.
4. Students must not request unscheduled stops.

#### **14.3 Safety Rules on Board**

1. Wearing a seatbelt always is mandatory as per UAE Federal Traffic Law.
2. Students must remain seated while the bus is moving. Standing, walking, or leaning out of windows is strictly prohibited.
3. Eating or drinking (except water) is not allowed on the bus.
4. Aisles and emergency exits must be always kept clear of bags and belongings.
5. All instructions from the driver or bus supervisor must be followed.

#### **14.4 Conduct and Behavior**

1. Students must conduct themselves in a respectful manner toward the driver, supervisor, and fellow passengers.
2. Offensive language, harassment, bullying, or any disruptive behavior will not be tolerated.
3. Any damage caused to the vehicle, its fittings, or equipment by a student will be charged to that student, and disciplinary action may be taken.

#### **14.5 Personal Belongings**

1. The University is not responsible for personal items lost, left behind, or damaged on the bus.
2. Students are advised to always keep their valuables with them.

#### **14.6 Disciplinary Action**

1. Violation of these Terms & Conditions may result in warnings, suspension, and/or permanent termination of transport service.
2. No refund will be issued for transport service suspended or terminated due to student misconduct.

#### **14.7. Emergencies and Delays**

1. In case of emergencies or breakdowns, students must remain on the bus unless instructed otherwise by the driver or supervisor.
2. Delays due to traffic or unforeseen events will be communicated via the official university communication channels.

3. In case of emergencies please contact **Mr. Omer Khan +971566891413**  
for escalations please contact **Mr. Gaurav Nagar +971544222289**

#### **14.8 Health & Safety Compliance**

1. Students showing symptoms of contagious illness may be refused boarding in line with UAE public health guidelines.
2. All transport vehicles meet RTA safety standards and are operated by licensed, trained, and background-checked drivers.

#### **14.9 Amendments**

1. The University reserves the right to amend these Terms & Conditions at any time, with notice to students via official channels.

#### **14.10 Payment of Fees**

- Once the application form is accepted, the parent will make payment of fees based on the fee structure applicable by University.
- Transport fee is applicable and charged for ten months in an academic year.
- The full annual transport fee must be paid in advance and is non-refundable.
- Following options are given to parents for payment of fees –Cash/ Credit Cards/Online at the University.

<b>Key Contacts</b>			
<b>S.No.</b>	<b>Purpose</b>	<b>Name</b>	<b>Contact Number</b>
1.	Transport	Mr. Omer Khan	+971566891413
2.	Hostel	Mr. Gaurav Nagar	+971544222289
3.	Classroom	Ms. Saba	+971566859718
4.	Fees	Mr. Gaurav Nagar	+971544222289
5.	Library	Ms. Saba	+971566859718

We wish you a productive and fulfilling academic journey at JNURAK.

**Thank You!**



**JAIPUR NATIONAL**  
**UNIVERSITY**  
RAS AL KHAIMAH CAMPUS



Jaipur National University Ras AL Khaimah (Branch)  
JNU RAK, UG 03 Amenity Centre – RAKEZ AL Hamra  
Industrial Zone – Free Zone, RAKEZ, United Arab Emirates



[admissions@jaipurnationaluniversity.ae](mailto:admissions@jaipurnationaluniversity.ae)



[www.jaipurnationaluniversity.ae](http://www.jaipurnationaluniversity.ae)