

# Regulations for the Conduct and Discipline

## 1. General

Students studying in college, if found indulging in anti-national activities contrary to the provisions of Acts and Laws enforced by Government activity contrary to the rules of discipline, will be liable to be expelled from the college without any notice by the Principal of the college

## 2. Action against ragging

The Maharashtra prohibition of Ragging Act 1999 which is in effect from 15<sup>th</sup> May 1999 whose provisions are explained in brief below in 2.2, 2.3, and 2.4 is applicable to all the students.

Ragging within or outside of any educational institution is strictly prohibited.

Whosoever directly or indirectly commits, participates in, abets or propagates ragging within or outside any educational institution shall, on conviction, be punished, as per the provision of the Act.

Any student convicted of an offence of ragging shall be dismissed from the educational institution and such student shall not be admitted to any other educational institution for a period of five years from the date of order of such dismissal.

## 3. Common Off / Absence

Remaining absent from the institute without prior permission of the authority is strictly prohibited.

The students involved in common off are liable to heavy fine, and punishment decided by the Institute from time to time.

The students involved in common off or having less attendance in class shall be expelled from the hostel. The authorities will lose sympathy towards such students.

If a student is required to remain absent for a period of 5 days or more for an essential reason, he/she is required to apply to the class teacher/head of the department and take prior permission.

Decision about the absence of the student for genuine reasons is reserved with the Head of the Department (HOD).

## 4. Behavior

The students are required to move silently through the corridors without disturbing the nearby classes and practicals.

Nobody should sit on the corridor walls.

Give way to teachers, staff and visitors while moving in the corridors, on the staircases and other places in the campus.

Behave in such a manner that suits a cultured professional

## **5. Uniform**

All the students are required to wear the college uniform on Monday, Wednesday and Friday.

## **6. Seeking Guidance**

6.1 In case of hostel related problems, the student is required to contact the concerned warden, rector first. For any additional help, he/she should contact the GFM class teacher and HOD.

6.2 For any study related matters the student is required to contact the subject teacher first.

6.3 For any other personal grievances/ problems feel free to first contact GFM and then HOD. Do not keep your worries only with you, but share it with your friends, teachers, staff and Director, Students' Welfare (DSW).

6.4 For any specific problem the student can contact the Director, Students' Welfare (DSW) to seek the guidance.

## **7. General Awareness**

7.1 To use Water and Electricity economically in the institute/hostel.

7.2 To switch off the light, fan, computers, equipments while going out of the room/ lab.

7.3 To carry the identity card and produce on demand.

7.4 Not to use vehicles to move within the campus as it creates sound and air pollution. It is very simple and possible to avoid this pollution by not using the vehicles to move from one building to another.

7.5 Not to write on benches, walls or doors.

7.6 To throw the garbage only in the dustbins.

7.7 To keep our campus neat and clean for all of us to stay.

## **8. Habits**

8.1 Smoking/chewing tobacco, spitting and drinking alcohol are strictly prohibited in hostel building and premises. Hence, if anybody is found indulging in these activities, case will be charged as per the IPC rules and a strict action will be taken.

## **9. Misbehavior**

9.1 If anybody is found in infringement of security guard instructions, misbehaving with the faculty or staff of the college, misbehaving in the hostel premises or college premises, on road and doing unfair means, which will damage the image of the college, is liable for the punishment.

## **10. Disciplinary action**

10.1 Constitution of the Discipline Committee (DC):

Discipline Committee shall normally consist of

- a. Head of the concerned department
- b. Guardian Faculty Member
- c. One faculty from the concerned department

10.2 The student should strictly obey the rules and regulations given above. Violation of any of the above rules by the students shall be dealt with disciplinary action to the extent of even expelling him from the college and /or hostel. The decision of Discipline Committee (DC) shall be final and binding for the student and his parents.

10.3 In case of severe and serious matters, if required, a separate Discipline Committee may be formed by the DSW and the Director, depending on the nature of the matter.