

**DR. RAJENDRA GODE INSTITUTE OF
TECHNOLOGY AND RESEARCH, AMRAVATI**



**CODE OF CONDUCT
FOR
STUDENTS**

1st January 2022

CODE OF CONDUCT FOR STUDENTS

1. Students shall attend the college in neat & clean College Uniform. All students should attend the workshop practical, fieldwork etc., with uniform with proper shoes.
2. Gathering in groups at the entrance, exit, pathways, play fields, gardens and gates is strictly forbidden.
3. On entering the classroom, all should observe strict silence. No students should enter or leave the classroom without the permission of the faculty.
4. Students shall not be permitted without identity card, proper Uniform and shoes to attend the class and laboratory.
5. Students are not allowed to leave the campus during working hours except the lunch time.
6. Leave applications must be sent to the HOD forwarded by the Class counselor with the signature of the parent. In case of sickness, leave applications must be sent to the Principal through HOD along with a medical certificate.
7. Cigarette smoking, liquor consumption and use of drug, tobacco pan-parag, and chewing-gum inside the college campus are strictly prohibited.
8. Rude behavior, violent attitude, ragging and teasing fellow students would attract disciplinary action.
9. Meeting of any kind held in and outside the college premises without the permission of the Principal is strictly banned.
10. Collecting money from fellow students for any purpose without permission of the authority is not allowed.

11. No notice or information or report is to be sent to the press or broadcasting agencies without the approval of the Principal.

12. Students are prohibited to enter office room and staff room during unspecified hours.

13. Damaging the building, furniture, transport vehicles and laboratory equipments in any way by any student calls for very strict disciplinary action. The cost of damage so caused will be recovered from the respective students. If the responsibility for the damage cannot be fixed on any individual the cost of damage will be collected from the students collectively.

14. Students should read the college notice board every day. Ignorance of any information displayed in the Notice board will not be accepted as an excuse for failing to comply with the directions contained in it.

15. Bicycles and other vehicles must be parked safely at the appropriate places. No students are allowed to drive any vehicles inside the campus.

16. All fees must be paid on the dates notified in the college notice board. If the fees are not paid within the stipulated time, the defaulters name shall be struck off from the rolls.

17. Identity cards will be issued to all students soon after admission. Students are required to wear their identity cards as a rule. The identity cards are an absolute requirement to appear for examinations, scholarship, visit library etc.

18. The prescribed minimum attendance for a student is 75% for each Subject in a semester. If the student fails to comply with, she/ he shall not be permitted to appear for University examinations.

19. All Certificates will be issued after submission of a request letter to the college office. In general two days notice is necessary for the certificates. Certificates will be issued to the students only on production of their identity cards.

20. Representation of complaints and reasonable grievances may be made to the Principal through the respective Head of the Department.

21. The decision of the principal shall be final in all matters of disciplinary action pertaining to the rules and regulations of the College.

22. Students are not allowed to use cell phones inside the Class room & Laboratories.

23. Ragging is an offence. As per **The Maharashtra Prohibition of Ragging Act, 1999, and clauses 3, 7 & 9.1 of the University Grant Commission Regulations**, Ragging in any form is cognizable offence that will attract severe punishment including summary expulsion from the College / Institution / University.

- I. "Ragging" means display of noisy, disorderly conduct, doing any act which causes or is likely to cause physical or psychological harm or raise apprehension or fear or shame or embarrassment to a student in any educational institution and includes: a. Teasing, abusing or playing practical jokes on, or causing hurt to such student; or b. Asking the students to

do any act or perform something, which such students will not, in the ordinary course, willingly act or perform.

- II. Ragging within or outside any educational institution is prohibited.
- III. Whoever directly or indirectly commits participates, in abets or propagates "Ragging" within or outside any educational Institution shall be punished with imprisonment.
- IV. Any students convicted of an offence under section-4 shall also be dismissed from the Educational Institution and such students shall not be admitted in any other educational institutions.
- V. Without prejudice to the foregoing provisions, whenever any student complaints of ragging to the head of an Educational Institution, or to any other person responsible for the management of the Educational Institution, (such Head of the Educational Institution or person responsible for the Management if the Educational Institution) shall inquire into the same immediately and if found true shall suspend the student, who has committed the offence from the Educational Institution.
- VI. Ragging is totally prohibited in the college, hostel and outside the campus. Ragging is not a fun but an inhuman act. Those found responsible for ragging will be very severely punished. Even among minor violation had been very seriously dealt with resulting in dismissal from the College.