

Code of Conduct

GENERAL CONDUCT & DISCIPLINE RULES

All the students must note that **ragging inside/ outside the college campus is a cognizable offence**. In addition, any of the following activities will be considered a breach of discipline:

1. Graffiti i.e. any sort of writing on the walls, blackboards, desks etc.
2. Damaging the college property in any manner.
3. Loitering around the corridors and causing disturbance to the classes.
4. Possession or use of drugs and indulgence in smoking.
5. Bringing outsiders to the college.
6. Sticking any kind of bills/notice on the notice board without the prior permission of the Principal.
7. Creating any kind of violence or nuisance in the campus.
8. Coming without I-Card to the college.
9. Use of the mobile phones in and around the classroom(s) and Exam-Hall(s).

Important:-

1. *Stringent action will be taken against the student found guilty of breaching conduct or discipline rules in the college campus.*
2. *Defaulters including students whose names have been struck off the roll(s) will not be allowed to enter the college premises until exonerated or readmitted appropriately.*

ATTENDANCE

1. At least 75% Lecture attendance is compulsory to be eligible for appearing in the end year exams of Himachal Pradesh University.
2. An irregular student or one who remains absent continuously for 6 days from College/any elective subject, his/her name will be struck-off from the college rolls. If the name of a student is struck-off twice, he/she shall not be readmitted to the college.
3. A student is liable to pay all dues & fines as long as his/her name remains on the college rolls.
4. The Principal reserves the right of expulsion/suspension of any student if the situation warrants so.

LEAVE RULES

1. Application for any kind of leave should be submitted well in time.
2. Leave up to three days will be sanctioned by the tutor.
3. Leave up to six days will be sanctioned by the senior tutor.
4. Leave for more than six days will be sanctioned by the Principal on the recommendation of the concerned subject teacher/tutor/senior tutor.
5. In case of medical leave for a period of more than six days the applicant must produce a medical certificate.

Important: - Students participating in inter-college competitions should note that the practice/ rehearsal timing should be either before the classes (early morning) or after the classes (evening).

LIBRARY RULES:

1. Every student will be issued an identity Card. Since I-Card is the only medium to identify/differentiate a bonafide college student from an outsider, every student must always carry it with him/her. Otherwise he/she will be considered an outsider and will be punished accordingly.
2. If the I-Card is lost, a duplicate card will be issued only after an FIR is registered with the nearest police station and an original copy thereof is appended with such a request.
3. ₹ 20/- is to be deposited for a duplicate Identity Card.