

M.E.S. ARTS AND COMMERCE COLLEGE MEHKAR

RULES AND REGULATIONS FOR THE STUDENTS

Introduction:-

Institute has formulated Code of Conduct to improve overall development of students and teachers by creating effective teaching–learning atmosphere. It promotes the professional behavior and academic integrity. The reputation of institute depends on the academic performance as well as on behaviour of the students. Our Motto is “Self Discipline Is The Best Discipline” The purpose of this code of conduct is to make the Students, Teachers, College Departments/Cells /Committees familiar about the rules and regulations of the College and to progress towards the achievement of the mission and vision of the College.

“SELF DISCIPLINE IS THE BEST DISCIPLINE”

All students are expected to observe rules and regulations to enable the smooth working of the college and keep Harmony, Silence and Educational Atmosphere in the College premises. Therefore all students of Junior and Senior College are introducing the following code of conduct which must be followed by every student of the college.

1. Classes start from 8.00 a.m. and may continue up to 12.00 p.m. on all the six days of a week.
2. No student shall leave the premises before the college timing without the prior permission of HOD/class teacher.
3. As per Sant Gadge Baba Amravati University, Amravati rules 75% attendance is mandatory to appear in semester end examination.
4. Every student of the college must always wear the valid Identity Card issued by the college with their recent photograph affixed, bearing the signature of the Principal, around the neck.
5. Students should greet the lecturers when they see them/across them for the first time, in a day, in the college.

6. Only urgent/important notice shall be read out in classroom. Students should see the notice board daily and keep themselves well informed about the various notices that may be put up there from time to time.
7. Students must adhere to the Dress Code of the College and neat and tidy in their college uniform.
8. College gives relaxation in having uniform to the students on Thursday only for washing their regular college Uniform. But on Thursday, every student must avoid exaggerated fashions. (Girl students have to wear the formal/casual dress as like as the uniform of the college, only colour of dress different on Thursday. Any types of western cultured dress strictly prohibited)
9. No student allows, keeping fashionable/cool/unusual/coloured hairstyle.
10. Eatables snacks / beverages (drinks) are not allowed inside the College.
11. Ragging is an offence. Ragging is strictly prohibited in the college campus/premises. Any student/students involved in such activities will be immediately expelled from the college.
12. If any student/students is/are affected by the ragging in the college premises or outside of the college, He/She/They must inform immediately to the Principal/ Discipline & Ragging committee Coordinator Dr.P.N.Humbad.
13. Consuming Alcohol, Guthkha And Smoking Is Strictly Prohibited In The Premises And Out Of The College.
14. Every student help to keep college premises/campus/Class Room & desk - chairs clean and neat, everyone must use dust bin for garbage.
15. No student spite in college premises/campus or in class room.
16. College premises and all class rooms are under CCTV surveillance, everyone must follow the disciplinary manners in college premises/campus/classroom.
17. During the conduct of lectures, Students should not loiter in and around the College premises. Students are liable to lose their term for disobedience, misconduct, misbehavior, loitering or for any act of indiscipline.
18. Use of mobile phones in the classrooms, Library, area etc. is strictly prohibited.

19. . No friends/ guests / visitors/any outsider shall be allowed with the students in the college premises/campus as well as in classroom.
20. Students should make use of College Library and must not loiter in the college premises whenever they have a free period.
21. Any student who damages the reputation of the college in any way is liable to be expelled. Offenders shall be liable to face legal action.
22. For any kind of misbehavior with teachers / administrative staff or creating disturbances in the college premises/ in classroom by a student or group of students, a full range of disciplinary action will be taken against him/her/them.
23. Students must conserve electricity and water. They must switch off lights & fans when they leave the class room, study room of library & computer lab.
24. Furniture in the class rooms should not be moved or displaced.
25. Writing on walls, pillars, bath rooms, and furniture or White boards is strictly prohibited.
26. In the event of continued poor performance in internal tests and poor class attendance by any student, the principal has the authority to withhold permission for him/her to appear the university examinations
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28. Any type of malpractice is strictly prohibited in Unit Test/College/University Examinations.
29. No function/program/ birth day in the college campus / class room without prior permission of the principal.
30. To Celebrate any western cultured day (like friendship day/Valentine Day) by the students in college premises is strictly prohibited
31. Students are prohibited from doing anything inside or outside the College that with interfere with its orderly administration or affect its public image.

- 32. No outside influence, political or any other should be brought in to the college directly or indirectly.**
- 33. In case of any kind of problem or need of medical emergency in the college student should report to the HOD/concerning teacher, who will help them solve their problem. 33. Each student should park his/her vehicle at the parking of the college.**
- 34. A student may not knowingly provide false information or make misrepresentation to any College office. In addition, the forgery, alteration, or unauthorized possession or use of College documents, records, or instruments of identification, forged or fraudulent communications (paper or electronic mail) are prohibited.**