



Code of Conduct

1. Students:

- 1.1 All students should conduct themselves Honestly, Ethically and with Integrity
- 1.2 Students should wear their ID card compulsorily while in the College campus and in particular while inside the classroom
- 1.3 When a student has any doubt in any matter of college discipline, he/she should consult the Discipline Committee
- 1.4 Students have to be clean and decorous in dress, language and behaviour. Objectionable appearance will not be permitted
- 1.5 Students are expected to be in Formal Dress Code on all working days
- 1.6 Students will not be entertained to damage and ruin the College property and if found guilty of any destructive action, will be punished
- 1.7 Cost of damage will be taken from the students who are found responsible for the damage either through individual fine or by imposing collective fine based on discipline committee enquiry report
- 1.8 Students travelling by two-wheeler should mandatorily wear helmet and should abide by the traffic rules
- 1.9 Students wearing helmets, having license alone are permitted to park their vehicles inside the campus, on their own risk.
- 1.10 Students should maintain punctuality and regularity in attending the classes
- 1.11 Taking leave should be reported by submitting leave letter with the consent of Parents or Guardian
- 1.12 Students should possess 75% of attendance to attend the semester examinations
- 1.13 Any form of violence is strictly prohibited inside the campus and shall not do anything to offend the harmony and good will of the College
- 1.14 Usage of drug is strictly prohibited inside the campus and is a highly punishable offence
- 1.15 Students who violate the campus rules are liable to be punished by the College Disciplinary Committee

2. Teaching and Non – Teaching

- 2.1 Every Teaching and Non-Teaching person employed in the college shall discharge their duties effectively and diligently by adhering and shall confirm to the rules and regulations
- 2.2 Adhere to the timings of the institution



3. Teaching

- 3.1 Teachers should recognize that Education is a public service and therefore should keep the public informed of Educational Programmes which are being provided.
- 3.2 Teachers should be aware of social problems and take part in such activities as would be conducive to the progress of the society and the country as whole
- 3.3 Teachers should seek Professional Growth through continuous Learning and Research
- 3.4 Teachers should contribute to knowledge building through meaningful participation and sharing of ideas at Professional Meetings, FDP"s, Seminars, Conferences etc
- 3.5 Teachers should maintain active Membership of Professional Association and building networks according to their Professional streams
- 3.6 Teachers should perform their duties and carry out all responsibilities assigned by the institution teachers should accord dignity and respect to all students across gender, race and ethnic locations
- 3.7 He / she should treat all the students, equally with love and compassion
- 3.8 Teachers should encourage students to become a responsible citizen with empathetic attitude, compassion and cultivate human values
- 3.9 Members of Faculty should inculcate professional ethics by themselves.
- 3.10 Teachers must avoid open confrontation of whatever nature with co-staff, students or other stake holders

4. Non – Teaching

- 4.1 All members of staff should display the highest possible standards of professionalism
- 4.2 Punctuality and discipline is of utmost importance
- 4.3 Every staff member shall maintain the appropriate levels of confidentiality with respect to the students and staff records and other sensitive matters
- 4.4 Every staff member should be respectful and dignified in interactions with students, teachers and colleague.