

COLLEGE RULES AND REGULATIONS

· The College lays great emphasis on discipline and character building of the students. They are always expected to maintain a high standard of discipline. They must abide by the rules and regulations of the College and the hostel.

· At the time of admission, every student shall have to sign a declaration stating that after admission she submits herself to the disciplinary jurisdiction of the College authority.

· A student if found guilty of misconduct / indiscipline may be expelled / rusticated for a period / fined / debarred from appearing in any examination for one or more years (on the advice of the Disciplinary Committee).

· All forms of ragging in the Hostel and College campus are strictly prohibited. Any individual or collective act or practice of ragging constitutes gross indiscipline. Strong disciplinary action will be taken against those involved in such activities.

· The Principal, Convenor of the Disciplinary Committee and the Hostel Warden should be immediately informed of any case of ragging. Abetment of ragging or condoning such activities is also punishable. In case the applicant for admission is found to have indulged in ragging in the past or if it is noticed later that she has indulged in ragging, her admission may be refused or she shall be expelled from the College.

· Any violation of rules, unsatisfactory progress, irregular attendance, non-clearance of College and hostel dues, discourtesy to faculty members in any form, adoption of unfair means during examinations etc., are some of the offences which may make students liable for disciplinary action such as termination of scholarship, forced transfer and even expulsion from the College and the hostel.

· Students are responsible for their conduct and are prohibited from doing anything either inside or outside the College, which will amount to a breach of discipline and normal functioning of the College.

· Students shall conduct themselves in a polite manner towards both the members of the staff (teaching and non-teaching) and towards their fellow students. Insubordination, unbecoming language or any indecent conduct including teasing etc., shall be severely dealt with.

· Students must not loiter in the corridors in front of the class rooms and office rooms or in the street in front of the College. During their free time students should work quietly in the library or reading room or spend the time without causing any disturbance.

· Any Association or Society of the College will be subjected to such rules and regulations as the College administration may prescribe.

· Any notice desired to be posted or circulated by a student anywhere in the College and hostel premises will need the prior approval of the College authority.

· All powers of maintenance of discipline are vested with the Head of the Institution and his/her decision shall be final in all such matters.

Attendance Rules

· Attendance in class is compulsory.

· Students who do not attend at least 75% of the classes in each subject will forfeit the benefit of scholarship and other facilities and will not be allowed to sit for any final examination.

· Names of newly admitted students who fail to attend their classes for the first 7 days without any written information to the College authorities will be struck off from the College Rolls.

· The College will monitor the progress of the students through Student's Progress Monitoring Card in order to emphasize their attendance in classes, regularity in submitting home assignments and performance in unit/class tests. Guardians of the students will submit an undertaking to the College to ensure the attendance of their wards in classes and to maintain their academic progress on a regular basis.