

Shri Vidyarthi Sudhar Sangh's
NAGPUR COLLEGE OF PHARMACY

**Conduct and Discipline by the
Students**

Introduction

- The following additional acts of omission and/or commission by students within or outside the College's precincts shall constitute gross violations of the "code of conduct" and will be punished.
- Every student is required to observe discipline and decorous behaviour both inside and outside the campus and not to indulge in any activity, which will tend to bring down the prestige of the Institution.
- Admitted students in the D.Pharm and B.Pharm programmes are required to follow the "Rules and Regulations" that the institution updates from time to time. The discipline of the students in the dorms, departments, and both inside and outside the institution's grounds will be covered by these standing instructions.
- In addition, other issues deemed essential for student behaviour in general and for co-curricular and extracurricular activities may be covered by the standing regulations. Students should understand that they must abide by all rules set forth by the organisation, the university and the government.

Identification Documents

- Every accepted student will receive a picture ID card, which they are required to keep on file for the duration of their enrollment at the school. The ID card will always belong to the institution. Throughout their time at the school, students are required to have a valid ID card.
- When requested by authorities, the legitimate ID card must be produced for identification purposes. If a student refuses to give their ID card, they will face disciplinary action.

- Students who willfully modify or mutilate their ID cards, use another student's ID card, or permit another student to use their ID card will face disciplinary action.

General Conduct within campus

- No one is allowed to sit on the building's steps or corridor walls.
- Students must pass through the corridors quietly so as not to disrupt the adjacent courses or laboratories.
- Be mindful of other students, faculty, and staff when navigating the campus's hallways, stairwells, and other areas.
- Act in a way that is appropriate for a sophisticated engineer.

Uniform

- On campus, all students are required to wear the college uniform.
- For the convenience of the students, a sample of the uniform is stored in the Suvidha Store.
- It is mandatory for the boys to tuck their shirts in.
- The uniform shouldn't have any extra colours, intricate stitching, or other designs.
- All students are required to wear formal attire for events such as interviews and other formal gatherings.

Common Off / Absence

- It is definitely forbidden to skip class without permission from the appropriate authority.
- Students who engage in common offence face severe penalties, which may include expulsion from the residence hall, as determined periodically by the institution.
- Students who engage in common offence or have low attendance will face disciplinary action.
- A student must apply to the DAM and obtain prior approval if he misses five or more days of class for a legitimate reason.

- The DAM has the final say when it comes to a student missing class for legitimate reasons.

Seeking Guidance

- Students should get in touch with the relevant warden or rector first when they have issues pertaining to their dorm. He should speak with HoD and the class teacher if he needs any more assistance.
- The student should speak with the course instructor and then the faculty advisor regarding any academic issues.
- If a student has any more personal complaints or issues, they should speak with their faculty adviser before the HoD. Students should talk to their friends, instructors, staff, and the Incharge-SA about any problems they may have.
- For any specific problem the student can contact the Incharge-SA to seek the guidance.

Misbehavior

- The following behaviours will be viewed as misbehaviour by the students, who will therefore face consequences.
- Indecent behaviour and a lack of civility;
- Giving false, inaccurate, or misleading information when applying for admission or when enrolled in the institution;
- Disobedience to security guard instructions; misbehaving with teachers or staff;
- misbehaving on hostel or institution property;
- parking in prohibited areas;
- willful damage to property owned by the institution, hostel, faculty, staff, or other students
- Driving on campus in a car;
- Having, using, or dispersing alcoholic beverages and illegal narcotics;
- Tampering with or unlawfully obtaining library materials, such as books, etc.;

- Untidy and noisy behaviour that disturbs the hostel/college atmosphere;
- Computer system hacking, including either or both hardware and software;
- using unethical methods during tests;
- Stuffing trash outside of dustbins
- Using water and electricity excessively;
- Plagiarism;
- Writing on benches, walls, or other property of the institution or hostel;
- Any student misconduct reported to the Incharge (Students Activities);
- Any other action that will harm the institution's reputation in the community.
- Using mobile devices in the institution building, library, reading room, etc., as well as during instructional hours.

Habits

- It is completely forbidden to smoke or chew tobacco, use pan, pan masala or tobacco derivatives, spit or consume alcohol on the hostel's property. In accordance with current legal regulations, it is also a criminal offence. Anyone caught engaging in these actions would face charges under the Indian Penal Code, and severe action will be taken.

Action Against Ragging

- As per due provision of Maharashtra prohibition of Ragging Act 1999 Ragging is a non-bailable cognizable offence. Whosoever indulges in ragging either-directly or indirectly shall be liable for punishment amounting to imprisonment up to 2 years and fine of Rs. 10,000/- along with dismissal from the institution.
- Ragging within or outside of the institution is strictly prohibited.
- Whosoever directly or indirectly commits, participates in, abets or propagates ragging within or outside the institution shall be liable for the punishment as per the existing provisions of law and act.
- The cases of ragging reported to the Institution authorities shall be forwarded to

the Special Anti-Ragging Committee constituted as per the directions of Hon. Supreme Court of India.

- The AntiRagging Committee will investigate the matter and recommend the suitable action to be taken against the accused students.

Disciplinary Action

- The student should strictly obey the rules and regulations given above. Violation of any of the above rules by the students shall be dealt with disciplinary action to the extent of even expelling him from the Institution and /or hostel.
- The cases of indiscipline shall be reported to Disciplinary Action Committee (DAC). DAC shall enquire into the charges and recommend suitable action if the charges are substantiated.
- The decision of Disciplinary Action Committee (DAC) shall be final and binding on the student and his parents.
- If a student is found indulging in anti-national activities contrary to the provisions of acts and laws enacted by Government, he shall be liable to be expelled from the institution without any notice.
- In case of severe and serious matters, if required, a separate Discipline Committee may be formed by the Incharge-SA and the Principal, depending on the nature of the matter.

Declaration by the Student

I have read and understood all the points of the Conduct & Discipline. I will abide by this Conduct & Discipline / Rules & Regulations notified time-to-time. If I fail to observe the same, I will liable to the punishment decided by the college administration.

Date :

Name :
Student

Signature of the

Signature of Student & Parents

Declaration by the Parents/ Guardian

I have read and understood all the points of the Conduct & Discipline. I assure that my son/daughter/ward will abide by this Conduct & Discipline / Rules & Regulations notified time-to-time. If he/she fails to observe the code of conduct, he/she will be liable to the punishment decided by the college administration.

Date :

Name :

Signature of the Parent / Guardian