



Code of Conduct for the Students

1. On admission, each student will receive an Identity card. No student will be allowed admission to lectures, practicals, college functions etc. or have access to the Library, College Office, Laboratories, Gymkhana, Canteen and even the College Premises itself without the possession of & valid identity card, which must be produced on demand, by any competent authority. Failure to observe this rule will entail withdrawal of the above privileges provided by the College. **It is mandatory to wear valid identity card in the college premises.**
2. Each student admitted to the College expected to behave inside and outside the College in an orderly and disciplined manner and to have regards for the staff and good name of the College.
3. All students are answerable to the Principal, Vice-Principal and members of the staff for their conduct in the College. For their behaviour outside the college, if it adversely affects the reputation of the College, appropriate action may be taken within the principles of natural justice and equity.
4. Insubordination and unbecoming language or conduct in any form are sufficient reasons for the dismissal of a student.
5. **Any form of “Ragging” of Intimidation of Humiliation and threatening of any student by other student is strictly prohibited and is liable to the most severe penalties. The case will be registered in the Police Station.**
6. Smoking, consumption of alcohol, drug, possession and distribution of drugs, chewing of tobacco, Paan and spitting is strictly prohibited in the College and College gatherings. The above offence is punishable under the Mumbai Police Act, and the offenders will be severely dealt with as per the law.
7. The playing of cards and any form of gambling in the College premises is prohibited.
8. Students must attend classes, practicals and tutorials according to the Time-Table on all working days of the College. Absence may lead to loss of the term. A term is granted to a student whose attendance is above 75% and who completes the course of study

prescribed. Student will not be allowed to appear for the final examination whose attendance is below 75%. **Employed students are not entitled for any concessions.**

9. Students should take particular care to be punctual. They will not be admitted into the class room if they are more than five minutes late. Attendance will be taken in all the classes and the student marked absent for that lecture.
- 10. Absence from lectures must be justified in writing in stipulated time, and if illness is the cause, a medical certificate must be submitted immediately.**
11. Students must not attend classes other than their own.
12. Students are not allowed to form any society, groups, make collections, sell tickets, hold meetings, invite a person to address them and go on excursions or picnic without the permission of the Principal.
13. All notices put up on the notice board or any announcements made, must have the previous approval of the Principal.
14. All the associations and committees constituted by the Principal to conduct various co-curricular activities should not hold meetings and publish wall papers, hand bills etc. without prior approval of the Principal.
15. Every kind of-demonstration that restricts the freedom of the members of the College or disrupts any activity in the College is banned
16. Attendance for tests and examinations conducted by the College is compulsory. Defaulters will not be allowed to appear in the Examinations conducted by the Board/University.
17. Students are expected to take proper care of the College property and help in keeping the premises neat and tidy. Damaging the property of the College by disfiguring walls, doors, fittings or breaking furniture etc. is a breach of discipline and the guilty will be duly punished.
18. Students applying for certificates, testimonials, concession forms etc. and those requiring the Principal's signature on any kind of document or application, should first contact the Registrar at least two days in advance. No person should approach the Principal directly.
19. Students should not communicate any information about the College to the press or media without the written permission of the Principal.
