

DISCIPLINARY RULES

Students are hereby instructed to strictly follow the disciplinary rules of the college. Ignorance of rules is no excuse. Students are expected to read the notice board on a day to day basis. It is the duty of every student to abide by the rules and regulations of the college and conduct himself/herself with decency and decorum. Violation of the rules will result in disciplinary action against the offenders and imposition of punishment including dismissal

IDENTITY CARDS COMPULSORY

All students admitted to the college shall compulsorily wear their identity cards whenever they are present on the college campus. All payments, issue of certificates, mark lists etc. will be made only on production of the identity card. The identity card shall be surrendered to the office at the time of claiming the refund of caution deposit or issuing of Transfer Certificate/Qualifying Certificate whichever is earlier. Identity Card is valid for one year only.

MOBILE PHONE BANNED

The use of mobile phone is strictly prohibited on the college campus as per Government Order. Offenders will be levied fine and the mobile phone will be confiscated.

MANDATORY DRESS CODE

UG students admitted from 2018 onwards should wear uniform prescribed by the college authorities. Transparent and exposing clothes, T shirts are to be avoided. Boys shall not tuck their dhoti up while they are on the campus. Students should not cover their face and should reveal their identity while they are on the campus.

OUTSIDERS NOT PERMITTED

Outsiders are not permitted to meet any of the staff or students on the college campus without the permission of the principal. Students shall not bring any outsiders except the parent/guardian to the college premises for any purpose whatsoever without the permission of the principal.

CHARACTER AND CONDUCT

1. Conduct Certificate will not be issued as a matter of course. It has to be earned by the student's good conduct and behaviour. The decision of the Principal shall be final regarding this matter.
2. Students shall greet both teaching and non-teaching staff on the occasion of their first meeting during the day.
3. When the Principal or teacher enters a classroom, students shall stand and greet and keep standing till they are asked to sit down.
4. Students should be seated in their respective class rooms before the teaching hour commences.
5. Students should be seated in their respective class rooms by 9.25 am and should not leave the classes except during intervals.
6. When a student wants to enter or leave the classroom while the class is on, he/she shall do so only after getting the permission of the teacher.
7. During the absence of the teacher and while moving from one class to another, students should keep silence.
8. Students shall not loiter on the verandas or college premises during working hours for any reason whatsoever.
9. Students are advised to use the library during free periods.
10. Students shall not enter any class other than their own.
11. No indecent representation shall be made by any student towards any other students either in words, letters, gestures or by any other means.

RAGGING: A SERIOUS CRIMINAL OFFENCE

Students shall not indulge in ragging or in any other activities causing harassment or difficulties to the fellow students in the college. Any student involving in ragging will be expelled from the college and have to face penal proceedings in accordance with the provisions in the Ragging Prohibition Act of the Govt. of Kerala.

OTHER RULES AND REGULATIONS

1. Smoking and consumption of alcoholic beverages are strictly prohibited on the campus. Students shall not use or bring tobacco or its products, intoxicating drinks or narcotic substances to the college.
2. Students shall not go on tour or picnic or excursion without the written permission of the Principal.
3. Prior written permission of the Principal is necessary for organizing processions, meetings, entertainment programme, functions in the college for collecting funds from the students/staff and for distributing notice or putting up any notice on the notice board.
4. Students shall not cause any loss or damage to the college property. Intentional causing of loss or damage will be considered a serious misconduct. The offenders will be penalised for the same and will be liable for recovery of the loss.
5. Students shall not write or make any marks on the walls or any part of the college property. If found guilty, they are liable to be punished and the expenses for the repair work will be recovered from the offenders
6. A student who has any complaint against any other students, teaching staff or non-teaching staff shall represent the same either in writing or orally to the Tutor, HoD, Grievance Redressal Cell and Discipline Committee or to the Principal directly. Such representations can be made by the parents/ guardian of the students also.

MISCONDUCT AND DISCIPLINARY ACTION

1. Students are bound to obey the directions issued from time to time by the Principal, teachers and the authorities. Disobedience to such directions would amount to serious misconduct.
2. Any student, who is found to have conducted himself/herself in any indecent or disorderly manner inside or outside the class room on the college premises is liable to be punished as deemed fit by the Principal.
3. A teacher may send a student out of the class if the student misbehaves in the class. If any student is sent out of the class, the teacher and the student shall report the matter to the Principal.
4. The Principal shall have the power to inflict punishments such as imposing fine, cancellation of attendance, withholding the term certificate, forfeiting educational concession and scholarship, suspension, compulsory issue of TC without the application from the student or guardian and expulsion from the college.