

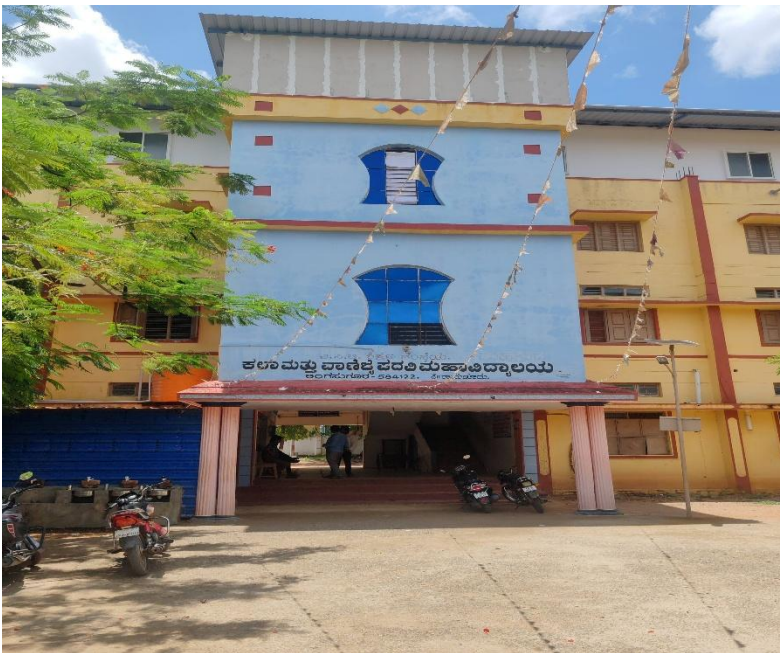
V.C.B.E.SOCIETY'S

ARTS AND COMMERCE COLLEGE
LINGASUGUR - 584122

Website:www.vcbIngsr.com

CODE OF CONDUCT

FOR STUDENTS



CODE OF CONDUCT FOR STUDENTS

- The student must observe and strictly follow the disciplinary rules and regulations of the college.
- The identity card with photograph a fixed and signed by Principal must be carried by the student while in the campus and must be produced on demand.
- Student should be regular and punctual in attending classes, tutorials and assignments as per the timetable.
- Student should have minimum 75% attendance in the classroom.
- Students are advice to read all the notices and circulars displayed on the notice board.
- The conduct of the student in the campus of the college as well as in their classes should be satisfactory.
- Use of mobile phone is strictly prohibited in college premises.
- Any kind of ragging, harassment, bullying and untoward incidents within the college campus is strictly prohibited. Any student convicted of an offence of ragging shall be dismiss from the college.
- Student must not bring any outsiders in to the college primacies and Hostel without the prior written permission of college authorities.
- Student must appear for all the test and examinations.
- Student must attend national functions and various activities organised by college.
- Students should only use the waste bins for disposing waste materials in classrooms, hostels and offices to make the college campus free from plastic and other
- Students are prohibited from indulging in anti-institutional, anti- national, antisocial, communal, immoral or political expressions and activities within the Campus.
- All Educational tours or Industrial visits should be accompanied by the faculty members after obtaining necessary undertaking from the Parents/ Guardian of the students' and with the written consent.
- Any case of criminal activity or violation of law and order in the College Campus will be reported to the police station.
- Spitting, smoking and throwing bits of paper in the premises should be avoided.
- Misuse or unauthorized use of the institute premises or items of property, including computer misuse, Laboratory Equipments and Library misuse etc should lead to disciplinary & penalize action.
- Use of plastic within the campus is strictly prohibited.
- Students should be attentive to not to harm the reputation of the College or individual (fellow students and College staff) through social and electronic media.

Rules for Parking

1. All vehicles should be park in the parking area provided by the college.
2. A vehicle should be properly locked and parked.
3. Every Wednesday of every week will be No Vehicle Day.
4. Students coming by two wheelers have to wear Helmet compulsorily.

Examinations Rules

1. Student must appear for all Internal as well as University examination.
2. Student must read the timetable of examination displayed on notice board carefully and check regularly the changes made in timetable if any.
3. Student must be present in the examination hall 15 minutes before the start of examination.
4. Student cannot enter an examination hall more than half an hour after the start of examination.
5. Students are not allowed to carry any kind of study material, mobile phone, Smart Watch or any gadgets with them during exam.
6. The student should obey the instructions given by supervisor in the examination hall.
7. Student must not leave the class until all answer books are collected by the supervisor.

General Library Rules

1. Every student entering the Library must present his/her own Identity Card as well as Library card, otherwise the use of the Library will be denied.
2. Students are advised not to keep any personal items with their Identity Card.
3. Readers are responsible for any damage or injury done to the reading materials or any other property of the Library, and shall be required to replace such books/property as has been damaged or injured or be required to pay the full value there of as determined by the Library Authorities.
4. CDs or any other accompanying materials available with books may be viewed /used only in the library.
5. Readers shall not write or mark (by underlining, putting brackets, etc.) on the reading materials.
6. The Library property and furniture is to be handled with utmost care.
7. Students should maintain silence in the Library.
8. No Library material will be issued against Identity Card.
9. Reference Material (Newspaper/Current Periodicals) will be issued but it should not be taken out of the Library.
10. If a book is lost by a student, he/she should replace it with a new copy of the same Book to the library.

11. The loss of Identity card should be reported immediately to the Librarian. After submitting written application. Duplicate Identity card will be issued against a fine of Rs.50/- for new Identity card.
12. Eatables and beverages are not allowed in the library premises.
13. Smoking, spitting, eating, loud conversation and similar objectionable practices are forbidden in or near the Library.
14. Use of Mobile Phones is prohibited within the library premises

