

**Bhandup Educational Society's**  
**V. K. KRISHNA MENON COLLEGE OF COMMERCE & ECONOMICS AND**  
**SHARAD SHANKAR DIGHE COLLEGE OF SCIENCE**  
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**Rules and Regulations**



V. K. KRISHNA MENON COLLEGE OF COMMERCE & ECONOMICS  
SHARAD SHANKAR DIGHE COLLEGE OF SCIENCE



- **Code of Conduct for Students: -**

- 1) The following code of conduct is expected from the students.
  - i. **Dress Code:** - Students are expected to maintain decorum of the college with regard to dress and behavior. They should wear simple but not tight and revealing dress and should have simple hairstyle. Sleeveless tops, short clothes, 3/4<sup>th</sup> should be strictly avoided.
  - ii. **Student are not allowed to take part in any prejudicial activity.**
  - iii. **Students should not bring any outsiders to the College premises.**
  - iv. **Students should not collect any funds or organize picnics, excursion, trips without the written permission of the Principal of the College.**
  - v. **Every student is expected to abide by the rules strictly. Ignorance of the same will be no excuse.**
  - vi. **Punctuality:** The students must be regular and punctual to the classes and other co-curricular and extra-curricular activities planned by the Departments/institution
  - vii. **Discipline:** The students must observe discipline. Indiscipline attracts punishment. They must observe self-imposed discipline in all activities, studies as well as others related to their stay in the College / Hostel
  - viii. **Information:** They should read the notices regularly, so as not to miss any important information.



- ix. **Respect:** Their action must reflect respect for the Faculty members and must inculcate a spirit of fellow - feeling and mutual respect among themselves
- x. **Behavior in Academic sessions:** They must behave well in the classrooms, laboratories, computing centers, seminar halls, library and other academic and recreation spaces.
- xi. **Reverence for women:** Male students must not pass undesirable remarks at the female students and woman teachers and must maintain due courtesies.
- xii. **Campus maintenance:** The students must not write on walls etc. or make undesirables sketches on the Walls/Furniture tops/doors or any other place on campus.
- xiii. **Honesty and integrity in examinations:** They should not attempt to copy in any type of evaluations or examinations.
- xiv. **No to Drugs:** Drug is a health hazard and students should not take drugs or consume intoxicants. Smoking, chewing gutka and tobacco is prohibited in the College Campus. Legal action shall be initiated on the students who are indulged in drug usage
- xv. **Information to parents:** Student shall keep their parents informed regularly about their performance in studies and other problems, if any
- xvi. **Anti -Ragging:** Ragging is a crime. Student should not indulge in any form of ragging. Legal action shall be taken on the students who are indulged in ragging
- xvii. **Respecting Diversity:** No student shall be discriminated on the basis of nation, state, religion, caste, creed, language and sex etc.
- xviii. **Ethical attitude:** should comply with ethical code and professional conduct
- xix. **Identity card should be carefully preserved and the holder of the identity card will be held responsible for its misuse.** In case of lose of Identity card, a duplicate must be obtained by



paying the prescribed charges and fulfilling the necessary formalities.

**xx. Attendance:** A student will be admitted to a semester examination if he/she has attended regularly the prescribed course of study for the relevant semester and has attended not less than 80% of total number of classes held. This requirement shall be fulfilled separately for each course of study as per the academic regulations.

**2) Disciplinary Action: -**

- i. The student engaged in any prohibited behavior will be issued a warning letter.
- ii. The student engaged in any prohibited behavior may be asked to give an undertaking that he/she shall not indulge in such or any of the prohibited behavior in future.
- iii. A student may be suspended from the institute for violation of any of the provisions of this code. The period of suspension and conditions, if any, shall be clearly indicated in the communication addressed to the student by the college authority. The student shall lose his/her attendance for the suspended period unless decided/ informed otherwise by the college authority.
- iv. Restitution Implies reimbursement *In terms of money and/or services* to compensate for personal *Injury or* loss, damage/disfiguration to *property of* the Institute or any *property* kept In the premises of the Institute in *any manner*. The students/group of students may be asked to *compensate for* the loss that has been caused to any person or *property of* the institute or any property kept in the premises of the Institution due to the act of vandalism perpetrated by the students. The *students/group of students* shall also be liable to put in their *service* to restore any loss or damage *caused* to any property and *thereby bringing* it to its original form if it is possible.
- v. Principal's decision relating to the disciplinary action is final.

