

C R College of Education Hisar

Code of conduct for the college students

Introduction

The college has formulated a code of conduct for the overall development of the personality of the student-teachers and teachers by creating an effective teaching learning environment in the college. The quality of the college depends on the academic as well as co-curricular activities performance and the general behaviour of the students. Our motto is "self discipline is the best discipline". The aim of this code of conduct is to make the learners, teachers and non teaching staff familiarise about the norms and regulations of the college and to bring improvement in the achievement of the missions and vision of the college.

Self discipline is the best discipline

All the students are expected to abide by the following rules and regulations for smooth working of the college.

1. The class begins at 9:30 a.m. and may continue up to 4:00 pm on all the six days of a week.
2. Students are not allowed to leave the campus during college hours without permission of the principal.
3. As per the GJUS&T Hisar and NCTE, New Delhi norms, 80% attendance is mandatory for theory papers and 90% for internship.
4. All the students are required to wear the valid identity card issued by the principal with their photographs fixed.
5. Students are expected to see the notice board daily and keep themselves well informed about the activities in the college.
6. Every student should wear the decent dress relevant to Indian culture. No student is allowed to keep fashionable/ unusual coloured hairstyles.
7. Eating snacks/ beverages/drinks are not allowed inside the college.
8. Ragging in any form is not allowed on the college campus. Any affected student must inform the principal immediately.
9. Consuming alcohol, gutkha, smoking or consuming any kind of intoxicated drugs/narcotics is strictly prohibited in the campus of the college.
10. Every student is expected to keep the college campus neat and clean.
11. College campus is under CCTV surveillance; everybody should follow the disciplinary rules and regulations.
12. The students should not move in and around the corridor during the conduct of classes.

13. Students are liable to lose their terms for disobedience, misconduct, misbehaviour, loitering or for any act of indiscipline.
14. Use of mobile phones in the classrooms, library, laboratory is strictly prohibited.
15. Students are not allowed to accompany their friends, guests, visitors or any outsider with them in the college campus as well as in the classroom.
16. Students should sit in the college libraries as and when their periods are free instead of roaming in the college campus.
17. All the students are expected to maintain the reputation of the college. Offenders shall be liable to face the legal actions.
18. For any kind of misbehaviour with teachers/administrative staff or creating disturbance in the campus/in the classroom by a student or a group of students; strict disciplinary action will be taken against him/her/them.
19. There is a need to conserve electricity and water. All the students are directed to switch off lights and fans and water taps when not in use; in the classrooms, library, Laboratories etc.
20. Furniture in the classrooms should not be broken, moved or displaced.
21. College property should not be damaged, impaired etc. Any damage done to the property of the college by disfiguring walls, doors, windows, fittings, furnitures and such other things is a breach of discipline of the college and will be considered a punishable offence.
22. There should be no writing on walls, pillars, bathroom and furniture or white board.
23. Every student should have good performance in internal and class tests, curricular and co-curricular activities and should have good class attendance and performance.
24. In case of continued bad performance in internal tests and poor class attendance, the principal has the right to withhold permission of that student to appear in university examinations.
25. Malpractices in examination are strictly prohibited.
26. No student or a group of students are allowed to celebrate any function/ birthday etc. in the classroom or college campus without the permission of the principal.
27. Celebrations of western culture days like friendship day/Valentine day are strictly prohibited.
28. Students are prohibited from doing anything inside or outside the college that interfere with its orderly administration or affect its public image. No outside influence, political or any other should be brought into the college directly or indirectly.
29. Every student should park his/her vehicles at the parking lot of the college.
30. Students should not knowingly provide false information, or make misrepresentations to any college office. In addition, the forgery, alteration or unauthorised possession or fraudulent communication (paper or electronic mail) are strictly prohibited.

Code of conduct of college library

1. All staff members/ students of the college are eligible for the membership of the library.
2. Everybody should observe silence in the library.
3. Personal bags are not allowed inside the library.
4. The staff and the students may sit in the library from 9am to 4pm
5. Any kind of misbehaviour in the library will lead to cancellation of admission/ membership and serious disciplinary actions will be taken against the concerned person.
6. All students should sign the register of the library before entering.
7. Handle the books carefully. No wear and tear of pages in the books.
8. In case of loss of a book, s/he should replace the book (same title, author and edition) or shall pay the price of the book as fine.
9. Ensure the good condition of the book before borrowing, Otherwise, the student will be responsible for any loss of pages or wearout or non return of books.
10. Members/ students are not allowed to underline, write in, fold, tear off pages or defaced books in any way whatsoever. Cost of the book will be charged in such cases.
11. The borrowed book should be returned on or before the due date, if not, overdue charges will be collected.
12. If the due date falls on holidays, return can be done on the following working day without any fine.
13. Students can use a well equipped library from 9 a.m. to 4 p.m. with kind permission of the principal.
14. All the final year students should return their library books taken and obtain No Dues Certificate from the library to get a DMC of their University examination.


O/g. Principal
C.R. College of Education
HISAR