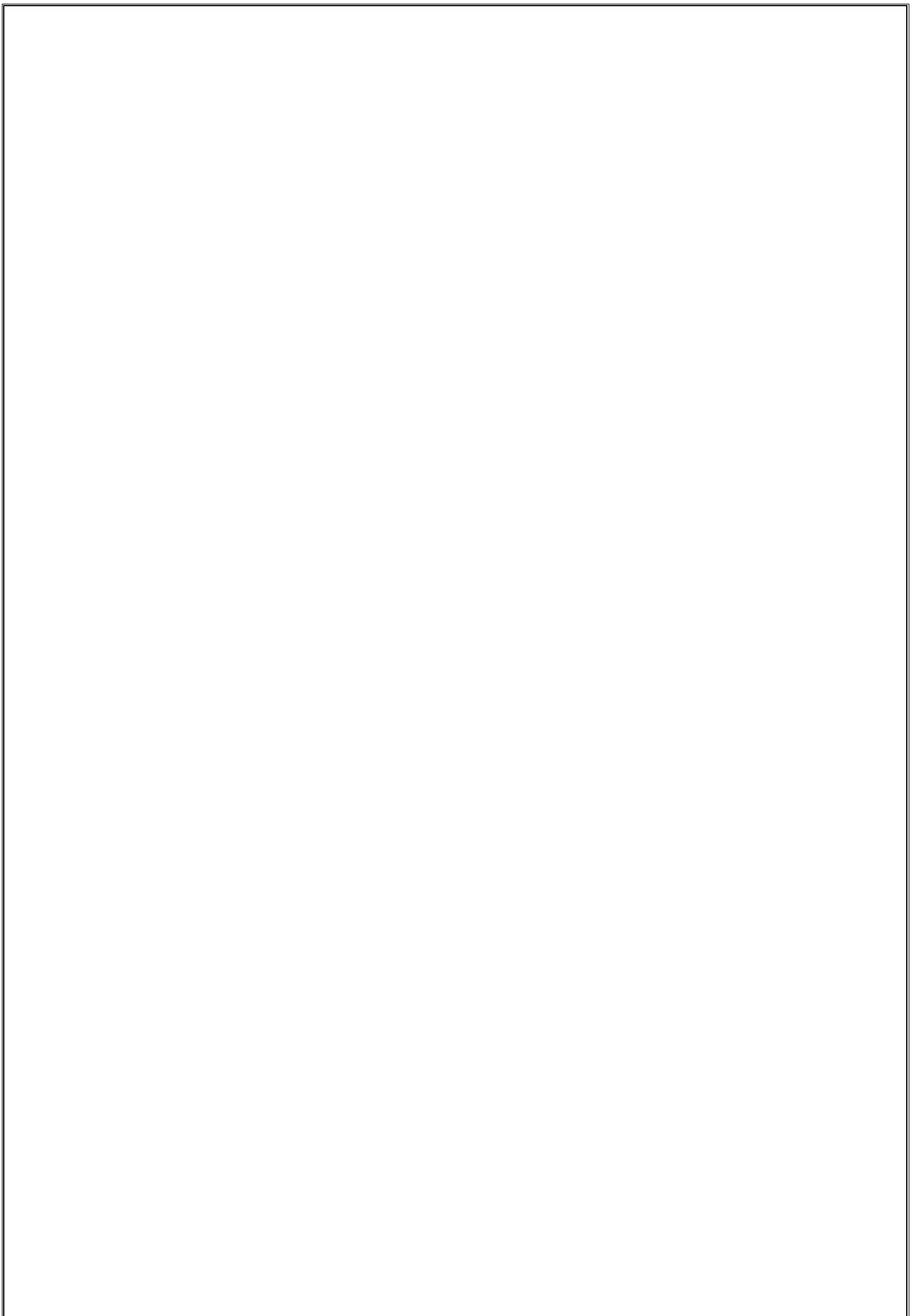


Alva's Institute of Engineering & Technology
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COLLEGE RULES AND REGULATIONS
FOR STUDENTS

(With effective from 01.07.2008)



RULES AND REGULATIONS

(Conduct and Discipline of a Student)

A student admitted to the UG/PG programme at AIET, Moodabidri, shall abide by the “Standing Orders for Students” issued by the Institute from time to time. These standing orders shall deal with the discipline of the students in the institute premises, departments, hostels and outside. The standing orders may also deal with such other matters as are considered necessary for the general conduct of the students, co-curricular and extra-curricular activities. The Principal approves these standing orders.

Students/Parents/Guardians are specifically requested to note the below mentioned discipline rules and the code of conduct for the students of AIET, Moodabidri.

I) ACADEMICS

1. Students shall sit inside the class room after the first bell at 8.50 a.m in the forenoon session and after the bell at 1.50 p.m in the afternoon session. No student shall be seen in the corridor after these bells.
2. It is essential that the student attends all theory and laboratory classes from the day of opening to the last day of each semester during the academic year.
3. Student must be regular in attendance for theory and practical classes. In case the attendance falls short of 85% for each, theory and laboratory, student shall be detained for having attendance shortage. Approval of medical certificates to compensate for attendance shortage depends on the discretion of the Principal.
4. Students must maintain punctuality while attending all the theory and practical classes.
5. In case of absence to theory and practical classes, student shall produce duly signed Leave Card without fail.
6. If any student is absent for a test no retest will be granted, unless the recommendation from HOD and approval from Principal.
7. Every student shall provide himself/herself with the entire prescribed textbooks, separate notes for each subject, calculators, drawing instruments & accessories and other such articles required for the classroom work.

8. Students, who happen to have no class, are not allowed to hang around in the campus during class hours disturbing other classes. Abstaining from class "en-masse" is considered as a serious offence for which disciplinary actions will be taken.
9. The students are to attend all the activities organized by the individual department & the Institute.
10. Operation of mobile phones is banned inside the academic block. Strict disciplinary action, including confiscation of the mobile phone and collection of heavy fine will be done from students who violate this rule.

IDENTIFICATION CARDS

Every student shall wear their AIET – issued student identification cards at all times while in campus or attending any college related co-curricular and / or extracurricular activities. ID cards must be visible to AIET employees at all times. ID cards cannot be worn underneath clothing and cannot be carried in student's pocket, backpack, bag, purse, etc.

II) BEHAVIOUR

1. Any reported or observed objectionable conduct within or outside the premises of the Institute, will make him / her liable for strict disciplinary action.
2. Student should not participate in any political and antisocial activities.
3. The college properties should be handled with maximum care and everything possible should be done to preserve the cleanliness, and tidiness of the building, furniture, library, buses and premises. Fine will be imposed for damages to equipment, furniture, building etc.
4. Decent behaviour is expected from students in the college busses. Faculty members travelling in respective busses are authorized to care of any nuisance created by students in the bus.
5. Students are required to move silently through the corridors without disturbing the nearby theory and practical classes.
6. Nobody should sit on the corridor walls.
7. Give way to teachers, staff and visitors while moving in the corridors, on the staircases and other places in the campus.

8. Considering the requirement of energy saving, all lights and fans in the classroom should be switched off when not in use; otherwise fine will be imposed on the class as a whole.
9. Student should behave politely and decently so as to enhance his/her own image and reputation of AIET, Moodabidri. Behave in such a manner that suits a cultured engineer.

III) **RAGGING**

Ragging is a criminal offence as per the Supreme Court verdict. Ragging is an offence under penal code and under section 116 of the Karnataka Education Act, 1983 (Karnataka Act No. 1 of 1995), which defined ragging as:

"Causing, inducing, compelling or forcing a student, whether by way of practical joke or otherwise, to do any act which detracts from human dignity or violates his/her person or exposes him/her to ridicule from doing any lawful act. By intimidating, wrongfully restraining, wrongfully confining, or injuring him or by using criminal force on him/her or by holding out to him/her any threat of intimidation, wrongful confinement, injury or the use of criminal force."

"Ragging in all its forms is totally banned in this esteemed institution including in its departments, constituent units, all its premises (academic, residential, sports, kiosks, cafeteria and the like) whether located within the campus or outside and in all means of transportation of students whether public or private. The institution shall take strict action including but not limited to criminal proceeding and/or cancellation of admission against those found guilty of ragging and/or of abetting ragging and the burden of proof shall hereby lie on the perpetrator of alleged ragging and not on the victim. An offence of Ragging may be charged either on a written complaint by the affected or on independent finding of the Anti Ragging Squad. The Institution is bound by the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions 2009."

1. No person who is a student of AIET shall involve in or commit ragging.
2. First two weeks of academic year is declared as **RAGGING PREVENTION WEEK.**

PUNISHABLE INGREDIENTS OF RAGGING:

1. Abetment / instigation to ragging.
2. Criminal conspiracy to rag.
3. Unlawful assembly and rioting while ragging.
4. Public nuisance created during ragging.
5. Violation of decency and morals through ragging.
6. Injury to body, causing hurt / mental trauma or grievous hurt.
7. Wrongful restraint.
8. Wrongful confinement.
9. Use of criminal force.
10. Assault as well as sexual offences or unnatural offences.
11. Extortion.
12. Criminal trespass.
13. Offences against property.
14. Criminal intimidation.
15. Attempt to commit any or all of the above mentioned offences against the victim.
16. Physical or psychological humiliation.
17. Any act / abuse by spoken words, e-mails, snail mails, blogs, public insults etc.
18. Any act that prevents disrupts or disturbs the regular academic activity of a student.
19. All other offences following from the definition of "Ragging".

PUNISHMENTS AGAINST RAGGING

Whoever directly or indirectly commits, participates in, abets or instigates ragging inside or outside the educational institution shall be punished. Depending upon the nature and gravity of the offence as established by the Anti-Ragging Committee of the institution, the possible punishments for those found guilty of ragging at the institution level shall be any one or any combination of the following:

1. Suspension from attending classes and academic privileges.
2. Withholding / withdrawing scholarship / fellowship and other benefits.
3. Forfeiting Campus Placement opportunities / recommendations.
4. Debarring from appearing in any test / examination or other evaluation process, withholding of results.

5. Debarring from representing the institution in any regional, national or international meet, tournament, youth festival, etc.
6. Suspension / expulsion from the hostel.
7. Cancellation of Admission.
8. Rustication from the institution for a period, ranging from 1 to 4 semesters.
9. Expulsion from the institution and consequent debarring from admission to any other institution for a specific period Fine of Rupees 1, 00,000.00.
10. Collective punishment: When the persons committing or abetting the crime of ragging are not identified, the institution shall resort to collective punishment as a deterrent to ensure community pressure on the potential raggers.

In addition, in case of every single incident of ragging, a First Information Report (FIR) will be filed with the local police authorities. The possible punishment includes rigorous imprisonment (in compliance with the order of Supreme Court of India).

HELPLINE

In the case of any ragging incidences, students may immediately call and bring it to the notice of the Principal / Administrative Officer or any member of The Anti Ragging Committee / Squad & Discipline Committee on Ragging or any faculty member of the institute for necessary help, guidance and actions.

IV) DRESS CODE

Final year students of all Engineering disciplines of Alva's Institute of Engineering & Technology are exempted from wearing their regular uniform prescribed by the institution during their lower academic years. However, it is the responsibility of the student and parent / guardian that the student will strictly adhere to follow and maintain the below mentioned dress code while attending theory classes / laboratory classes / when in library and while attending formal functions of the institution, national festivals (like Independence Day) and other activities of the college. Students will wear clean, neat and presentable clothing.

DRESS CODE FOR BOYS

PERMITTED:

1. Decent formal pant / jeans pant, decent full sleeve / half sleeve shirt completely tucked – in or completely tucked – out, decent sweaters during illness.
2. Proper hair cut with reasonably styled and clean shaven.
3. Formal shoes / decent sandals.
4. Religious exceptions must be cleared by the Principal.
5. For laboratories, workshop and computer centers the aprons / uniform supplied by the institution is compulsory.

NOT PERMITTED:

1. T – Shirts of any type.
2. Clothing with figures, decorations, patches and wordings of any type, too long shirts and shirts partially tucked – in / partially tucked – out.
3. Shabby, sagging and dirty jeans, low waist pants, torn trousers touching the floor, trousers with 5 or more pockets and other hanging frills, Shorts of any type.
4. Transparent and/or see-through dress material, torn, cut / slashed or frayed material that reveals any area of skin or undergarment.
5. Caps (except during field work), any type of head covering, wrist bands of any type.
6. Clothing depicting illegal drugs, alcohol, profane language, racial, sexual and vulgar suggestions.
7. Pony tail, long hair, beard / French beard, long side locks.
8. Hawai slippers and plain plastic sandals.
9. Chains or spiked jewelry, pierced body ornaments, ear studs, etc.
10. Gauging and commenting the appearance of fellow students.
11. Anything which is not decent and not dignified.

DRESS CODE FOR GIRLS

PERMITTED:


1. Formal wear dress like sleeved Salwar Kameez, Chudidhar, Kurtha Paijam, non sagging Pant with Kurtha / long tops, decent sweaters during illness.
2. Saree with sleeved blouse.
3. Formal shoes / decent sandals.
4. Hair (beyond shoulder length) to be tied up.
5. Religious exceptions must be cleared by the Principal.
6. For laboratories, workshop and computer centers the aprons / uniform supplied by the institution is compulsory.

NOT PERMITTED:

1. Small and tight tops, revealing deep tops, crop tops, tube tops, sleeveless tops, low cut blouses, sweaters with plunging necklines, shirts, T – Shirts of any type, halters, strapless dresses and spaghetti straps. (Anything less than two inches is considered a spaghetti strap.)
2. Clothing with figures, decorations, patches and wordings of any type.
3. $\frac{3}{4}$ pants, half pants, jeans pant of any type, low waist pants, legins, torn trousers touching the floor, trousers with 5 or more pockets and other hanging frills, Skirts & Shorts of any type.
4. Transparent and/or see-through dress material, torn, cut / slashed or frayed material that reveals any area of skin or undergarment.
5. Caps (except during field work), any type of head covering, wrist bands of any type.
6. Clothing depicting illegal drugs, alcohol, profane language, racial, sexual and vulgar suggestions.
7. Long ear hangings and any other indecent edges.
8. High heel sandals, Hawai slippers and plain plastic sandals.
9. Chains or spiked jewelry etc.
10. Gauging and commenting the appearance of fellow students.
11. Anything which is not decent and not dignified.

VIOLATION

Dean (Academics), the head of the departments, all the faculty members, Administrative Officer & Chief Warden and the Wardens, are assigned the responsibility of enforcing student discipline in their classes as well as on campus. Violation of any of the above rules by the students shall be dealt with disciplinary action to the extent of even expelling him/her from the college and/or hostel. **Decision of the undersigned regarding the discipline will be final and binding for the student and his/her parents.**


PRINCIPAL
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