



KANDI RAJ COLLEGE

(Govt. Sponsored)

Kandi, Murshidabad, West Bengal- 742137

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CODE of CONDUCT for STUDENTS

1. Every student who is present inside college campus must have their identity card with them.
2. Each student is responsible for upholding the general cleanliness of the classrooms, labs, and campus as a whole.
3. Students must be on time and regular in attending classes, tutorials, class tests examinations etc. Failure to obtain the required attendance percentage, non-submission of assignments and unjustified absence from tests /examinations will be treated as breaching the code of conduct.
4. Any act which obstructs teaching, research, administrative activity and other proceedings of the college is strictly prohibited.
5. Chewing paan, paan masala, gutka or any other tobacco products, smoking or consumption of any other intoxicating products is strictly prohibited.
6. Playing cards, spitting and loitering are strictly prohibited inside the college & hostel campus and shall invite severe punishment/disciplinary action.
7. Use of Cell phones is strictly prohibited during class hour inside the Classroom and Laboratories.
8. Attempted or actual theft of and/or damage to property of the College, or property of a member of the College community, or other personal or public property, on or off campus will be considered as a punishable act.
9. During leisure hours, students are advised to use the library as maximum as possible.
10. Students should carefully follow the Notices put up on the Notice Board (both online and offline). No excuse will be considered if Notices on the Board are ignored.
11. When a lecturer is absent or is unable to take class, students should maintain a strict order among themselves so as to not disturb the adjoining classes. Under no circumstances should they leave the classroom without ascertaining the relieve orders from the Staff room.
12. Indulging ragging, anti-institutional, anti-national, antisocial, communal, immoral or political expressions and activities within the Campus and hostel are strongly prohibited as well as punishable.
13. A student should maintain at least **75% attendance** in the Lectures of every subject. Otherwise, he or she will be debarred from the University Examination.
14. Students are forbidden from inviting friends from other institutions and outsiders to the College.

15. No posters are to be pasted or fixed with cellotape anywhere on the College walls. Any writing, scribbling on the walls will attract disciplinary measures against the student.
16. The right to access Girl's Common Room is reserved to girls.
17. A student shall not commit or cause breach of peace inside and around the College campus.
18. Any damage or defacement of college property is a punishable offence. If a college property is found damaged in a classroom while the class is assembled the loss may be recovered by a fee imposing upon the whole class if the students responsible for such damage cannot be detected.
19. Habitual misconduct/repeated breach of the College Rules & Regulation will be considered as a grave offence and will result in suspension/expulsion of the student with immediate effect.
20. Students have to maintain the guidelines imposed by Central or State government regarding any emergency situation like Covid-19 Pandemic.
21. While using library facilities students have to maintain the guidelines of Library.