

Arihant College of Arts, Commerce and Science, (ACACS) – Pune- 01.

Near Pulgate Bus Stand, Solapur Bazar Road, Camp, Pune – 01, ☎ - 020-67240900

1. INSTITUTIONAL CODE OF CONDUCT FOR STUDENTS :

1.1 DISCIPLINE

- The student must observe and strictly follow the disciplinary rules and regulations of the Institute.
- The student should follow the academic calendar as per the instructions of Head of the Department.
- Any act of indiscipline or misbehavior by any student will attract severe punishment.
- Damage to Institute & campus property due to negligence/lack of care would attract punishment and compensation for loss caused.
- Students shall only use the waste bins for disposing waste materials in classrooms and offices to make the college campus free from plastic and other litter.
- Students are prohibited from indulging in anti-institutional, anti-national, antisocial, communal, immoral or political expressions and activities within the Campus and hostels.
- Disciplinary action will be initiated against students indulging into eve teasing, molestation, ragging, harassment, bullying and untoward incidents.
- All Educational tours or Industrial visits shall be accompanied by the faculty members after obtaining necessary undertaking from the Parents.
- Unauthorized entry of outsiders into the campus is strictly prohibited. Without specific permission of the authorities, students shall not bring outsiders to the College.
- Any case of criminal activity or violation of law and order in the College Campus will be reported to the police.

1.2 I-CARD

- Every student must carry college I-card every day while entering college premises, while attending lectures and appearing for various examinations. The student should take his / her Identity Card and Library Card for Home Lending, from the Library at the beginning of the year.

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- The details required for the ID Cards should be submitted on time to avoid further delay.
- Student should provide correct details for the ID Cards. (Specially care should be taken while mentioning the blood group, Emergency Contact no and Address)
- The student should collect his / her I- Card within 5 days from the date disbursal notice.
- The student should carry identity card with him / her regularly and the identity card should be produced when demanded by the authorized persons of the Institute.
- At the time of issuing a book, the Identity Card must be presented along with the Library card. Without I- Card the reader may be refused the use of the Home Lending facility.
- If student has lost library card or I-card, it should be reported immediately to the coordinator with an application.
- Student will be charged in case of reissuing the lost ID Card.

1.3 HUMAN VALUES

- Be scrupulously honest in all academic activities and with all the stakeholders of the institute.
- Be attentive, fair and cooperative to your teachers and peers on various academic and non-academic activities.
- Believe in loving, sharing and caring.

1.4 MOBILE PHONE

- The student should switch off their mobile phones while in the classroom, Laboratory, Library etc.
- Mobile phone is strictly prohibited in the exam hall during the examination. Loss or theft of mobiles, modern means of communications, valuables and other belongings are at students' risk.

1.5 RAGGING :

ACTION TO BE TAKEN AGAINST STUDENTS INDULGING AND ABETTING IN Ragging as per the Directions of Hon'ble Supreme court of India.

MAHARASHTRA ACT NO. XXXIII OF 1999, THE MAHARASHTRA PROHIBITION OF RAGGING ACT, 1999. (As modified up to the 29th August 2012)

- Cancellation of admission and also debarred from taking admission in any institution in India.
- Suspension from attending classes.
- Withholding/Withdrawing scholarship / fellowship and other benefits.
- Debarring from appearing in any test/examination or other evaluation process.
- Withholding results.
- Debarred from representing the institution in any regional, national or international meet, tournament, youth festival etc.
- Suspension / expulsion from the institution.
- Collective punishment if larger numbers of students are involved in the act of ragging.
- An FIR filed without any exception with local police station

1.6 ATTENDANCE

- Student should be regular in attendance for all sessions during the day.
- Student should have at least 75% attendance in the Lectures in every subject as per university rule to be eligible for appearing the examination
- If the student is found irregular in attendance, disciplinary action will be taken.

1.8 EXAMINATION

- Candidates must appear at the examination hall 20 mins before the commencement of the examination.
- Mobile phone and electronic watch/device is strictly prohibited in the exam hall during the examination. Mobile or any electronics device if seized by any authority



Arihant Education Foundation's

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(Invigilator, Supervisor, External Sr. Supervisor, SPPU flying Squad) of Savitribai Phule Pune University, it will not be returned in any circumstance.

- Candidates should not communicate, transfer and pass on any cheating / copy / writing material to one another in any manner during the examination.
- Borrowing of any material like pen, pencil, eraser, sharpener etc. is strictly prohibited during the examination.
- A candidate is permitted to bring the following items to an exam: pen, pencil, and, if specifically permitted, non-programmable calculators. All equipment's brought to the examination must be placed on the candidate's desk and kept in view during the examination.

1.8 GENERAL

- Loud/impolite talk/use of abusive language which offends the listener would be dealt with serious action.
- Expected to spend their free time in the Library/Reading Room.

1.9 CODE OF CONDUCT FOR PROJECT

- Students are instructed to follow the information and guidelines given by the project guide from time to time and make the timely submission of their projects completed in all respect.