



# Bapatla Engineering College:: Bapatla (Autonomous)

## DISCIPLINE AND CODE OF CONDUCT FOR STUDENTS

The following are some of the important rules of discipline. All students are required to be aware of and act consistently with these values.

1. Students must punctually attend all lectures, practicals, tutorials, assignments, tests, examinations, etc. A student whose attendance and/or progress in the various tests and examinations are not satisfactory and who does not perform the required number of assignments, tutorials and/or practicals are likely to lose their terms. Prolonged absence even on ground of ill health may also lead to loss of terms. Defaulters will not be sent up for Final /University Examinations.
2. The identity card is meant for identifying bonafied students and is used for permitting the students to participate in various activities and programs of the college. Every student must wear Identity card as long as he/she is in the college campus. It must be produced by the student whenever demanded by the member of the teaching or non-teaching staff of the college. Every student must wear his/her Identity card in the college every day. He/She must take proper care of it to avoid its misuse by other students and outsiders. In case the Identity card is lost, the matter should be immediately reported to the Principal and an application should be made for a duplicate Identity card, which will be issued on payment of charges.
3. The conduct of the students in the classes and in the premises of the college shall be such as will cause no disturbance to teachers, fellow students or other classes.
4. Every student shall wear a clean formal dress while coming to the college also when representing the college for various activities out station.
5. No Society or Association shall be formed in the College and no person should be invited in the college campus without the specific permission of the Principal.
6. No student is allowed to display any Notice/Circular/Poster/Banner in the College premises without the prior permission of the Principal.
7. No student will be allowed to conduct any political activity in the college premises.
8. Outsiders are not permitted in the college premises without the prior permission of the Principal. College students are not allowed to bring their relatives/friends to the college premises without the permission of the principal.
9. All meetings, cultural programs, debates, elocutions etc. organized on the college premises must be held in presence of teaching staff members and with the prior permission of the Principal. The subjects of debates/elocutions must have the prior approval of the principal.
10. Students must take proper care of the college property. Strict action will be taken against students damaging College property and will be required to compensate the damage.



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11. Students should not be involved in academic offences including cheating or plagiarism in academic course work malpractices at the College/Board/University Examinations
12. Smoking is strictly prohibited in the college premises.
13. If, for any reason, the continuance of a student in the College is found detrimental to the best interest of the college, the Management may ask the student to leave the college without assigning any reasons and the decision will be final and binding on the student.
14. Playing music on Transistors, Tape-Recorders, Car Stereos, Mobile phones or any other similar gadgets with or without earphones is strictly prohibited in the college premises. Defaulters will be punished and their instrument shall be confiscated.
15. Use of Mobile phones is strictly prohibited in the academic area of the college, Defaulters will be penalized and their instrument confiscated.
16. Students who are travelling to college on personal vehicles (2/4 wheelers) need to have valid driving license issued by RTO and follow all the rules listed by RTO. Students have to park the vehicle in the parking area of the college.
17. Students must not hang around in the college premises while the classes are at work.
18. Students must not attend classes other than their own without the permission of the authority concerned.
19. Students shall do nothing inside or outside the college that will interface with the discipline of the college or tarnish the image of the college.
20. Students are not allowed to communicate any information about college matters to Press.
21. Matters not covered above will be decided at the discretion of the Principal.

Acts of misbehavior, misconduct, indiscipline or violation of the Rules of Discipline mentioned above liable for one more punishments as stated below:

- A. Warning to the students.
- B. Warning to the student as well as inform the parents.
- C. Imposition of a fine.
- D. Denial of gymkhana, library, laboratory, N.C.C., N.S.S. student aid or any other facility for a specified period or for the whole Term/Year.
- E. Expulsion from College for a specified period
- F. Cancellation of Terms.
- G. Refusal of admission in the term or academic year.
- H. Cancellation of admission.
- I. Rustication.



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## Anti Ragging Rules and Regulations

(As per AICTE Norms)

**1. What constitutes Ragging:** - Ragging constitutes one or more of any of the following acts:

- a. any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student;
- b. indulging in rowdy or undisciplined activities by any student or students which causes or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student;
- c. asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student;
- d. any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other student or a fresher;
- e. exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students.
- f. any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students;
- g. any act of physical abuse including all variants of it: sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person;
- h. any act or abuse by spoken words, emails, posts, public insults which would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture to fresher or any other student;
- i. any act that affects the mental health and self-confidence of a fresher or any other student with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student.



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## **Actions to be taken against students for indulging and abetting ragging in technical institutions Universities including Deemed to be University imparting technical education:-**

1. The punishment to be meted out to the persons indulged in ragging has to be exemplary and justifiably harsh to act as a deterrent against recurrence of such incidents.
2. Every single incident of ragging a First Information Report (FIR) must be filed without exception by the institutional authorities with the local police authorities.
3. The Anti-Ragging Committee of the institution shall take an appropriate decision, with regard to punishment or otherwise, depending on the facts of each incident of ragging and nature and gravity of the incident of ragging.
4. a) Depending upon the nature and gravity of the offence as established the possible punishments for those found guilty of ragging at the institution level shall be any one or any combination of the following:-
  - (I). Cancellation of admission
  - (II). Suspension from attending classes
  - (III). Withholding/withdrawing scholarship/fellowship and other benefits
  - (IV). Debarring from appearing in any test/examination or other evaluation process
  - (V). Withholding results
  - (VI). Debarring from representing the institution in any regional, national or international meet, tournament, youth festival, etc.
  - (VII). Suspension/expulsion from the hostel
  - (VIII). Rustication from the institution for period ranging from 1 to 4 semesters
  - (IX). Expulsion from the institution and consequent debarring from admission to any other institution.
  - (X). 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 raggars.



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