

CODE OF CONDUCT FOR STUDENTS

For the maintenance of an environment conducive to carrying out all the educational goals, Saraighat College, Changsari has framed rules, regulations and professional ethics to cover all areas of importance. Every individual is free to conduct his or her own academic and non-academic life within the framework established in these rules, regulations and professional code. However, the privileges of being free and making independent decisions, involve the acceptance of responsibility of respecting the binding rules and regulations of the college. Saraighat College expects from the students to uphold the standards of both personal and social conduct at all times when they are associated with the institution, and assume that individual decisions will be accompanied by careful consideration of the standards maintained by the college.

LET'S KNOW WHAT ARE THE RIGHTS AND EXPECTATIONS-

All the students have their right and freedom of inquiry. At the same time, they are expected to know and adhere to the standards of academic reach and integrity.

A general outline for Students

- In their activities, the students of Saraighat College shall maintain ethical standards of very high standard.
- Students shall comply with the disciplinary measure imposed by the college time to time. They shall avoid using, possessing or distributing liquor and illegal drugs.
- Students shall greet the institutional staff and communicate courteously with everyone.
- Use of language with any insulting, inciting, threatening form when talking with fellow students by anyone shall be considered unacceptable. Students should totally avoid violence in any form.
- Students shall avoid such act or manner outside the institution that could bring disrepute to the college.
- Students shall use mobile phones/audio-video equipment judiciously within the college premises. At any moment, the college authority may impose restriction upon such items or method of use.
- Students are expected to read notices/circulars displayed on the college website and

notice board regularly and should comply with the directions contained in it.

- Students shall pay all kinds of fees as stipulated by the college in time.
- Inside the college campus, students shall adhere to the vehicle use, speed limit within the campus and park the vehicles in the allotted place.
- Students shall maintain the decorum and conduct themselves well while attending college functions. They shall promptly stand to solemn attention during national anthem.
- Students shall avail the dust bin facility to keep the classroom and the campus clean.
- Students shall maintain the beauty, serenity and greenery of the campus.
- Students shall always try to preserve the infrastructure of the college.
- Students should behave responsibly while posting their views about the college on social media.
- Students shall not engage themselves in any political activity or other movement.
- Students shall conduct meetings and activities in the college campus only with the written permission of the Principal. Likewise, students shall circulate / display any circulars / Notices only with the written permission of the Principal. Without the permission of the principal students shall not be the part of any tour, field visit or picnic.
- Students shall not endanger the health or safety of others. Storing, possessing or using real or replica firearms or other weapons, explosives (including fireworks), ammunition, or toxic or otherwise dangerous materials in the campus by the students are strongly prohibited and shall be considered as unethical.
- Students shall avoid making false accusations against any member of the institution. They shall avoid giving false information to the college. Students are expected to avoid forging, altering or misusing any document or record issued by the college.

For students

Directives related to Students' Identity Cards

The college authority will issue photo identity card for every student. It will be duly signed or attested by the principal. They shall wear the ID cards in the college campus. Students ID card and its uses: borrowing books from the library; appearing for examinations; during tour/picnic/industrial visits; entering the office; multi facility centre; classroom; office.; performing monetary transactions such as paying fees, receiving scholarships etc.; representing the college in any events hosted by other institutions; availing ticket concession

to travel by bus, rail or air and using postal and bank services.

Directives related to academic-life inside the campus

- In attending classes and all activities of the college, students are expected to be regular and punctual. They shall not miss the classes under the pretexts like paying fees, taking books from libraries etc. Time fixed for such purposes during working hours must be strictly followed.
- In the lecture halls/seminar halls/ auditorium prior to the commencement of the class or any program students are expected to be seated in. They shall not leave the classroom during class hours.
- Students shall observe silence in the class, irrespective of the presence or absence of the faculty.
- It is expected that the students shall greet when the faculty enters the class.
- Students shall visit the library / college office / staff rooms only during the working hours.
- Dress code
- On week days students shall wear prescribed uniforms and the cloth should be clean and properly washed. Boys and girls are expected to wear black shoes along with the prescribed uniform. Casual pattern of dress of the color of uniform will not be accepted.
- For proper discipline, the college authority may prescribe specific tailor to prepare the uniforms.
- Students shall wear decent and formal dress on some prescribed days.

Mechanism to redress the grievances

- For grievance redressal, the authority of Saraighat college has its own mechanism. Representation of complaints and grievances shall be made individually to the Grievance redressal cell either in oral or written form.
- The committee with directions of the principal will redress the grievances.
- The principal's decision shall be final in all matters for resolving of grievances.

- Entering the college, students shall bear in mind that they have responsibility as members of an academic community, their actions have a broad effect on the interests of the college, including its interests in attracting future students and members of the faculty. Therefore, they shall be mindful for their own academic interest and the same

of the institution with sincerity, honesty, and commitment.

- Students are responsible for any actions in which they may be involved which are harmful to the welfare or property of the college or other members of the college community.
- For the interest of the college and the academic life of the entire students' community, as a head of the institution, the Principal may initiate necessary action against any student who may be considered a violator of the principles laid down by the college as appropriate inside its premises.