

BASELIUS COLLEGE KOTTAYAM



*Code of Conduct for
the Stakeholders*

Code of Conduct for Students

The Rules and Regulations of the College are framed by the Educational Agency, Management and the Principal to ensure a peaceful campus atmosphere. The College Community is bound to abide by such rules along with the directions offered by the Hon. High Court through its judgements dated 26th September 2001 in O.P Number 24 711/2001 for Baselius College and dated 26th May 2003 on writ appeal No. 535/2003 and Judgement of the Hon'ble High Court in the Review Petition on 20th Feb. 2004 and also the directions of the Hon'ble High Court in WP(C) No. 11582 of 2016 (W). Violation of these Court orders and the rules and regulations of the College will invoke not only contempt of court but also deterrent punishment.

Conduct and Discipline of Students

Students are expected to:

- Abide by the rules and regulations of the college, and to conduct himself with discipline and decorum in all places and under all circumstances.
- Attend classes regularly and punctually and refrain from any action that may disturb the smooth working of the college.
- **Wear his / her identity card daily.**
- Be clean and modest in dress, refined in language and polite in behaviour. Students are not permitted to wear round or V neck T-shirts & low waist jeans.
- Wear modest clothing such as salwar – kamiz, churidar kurta etc. with shawls, long skirts or sarees. They are strictly instructed not to attend college in short skirts, short tops, T-shirts etc. which are not in harmony with the decorous dress code of a mixed college.
- Maintain respectful demeanor towards the opposite sex.
- Refrain from smoking, using alcohol and drugs in the college premises. Students shall not enter the campus intoxicated or indulge in any type of nefarious activities.
- Greet the members of the teaching staff on the occasion of first meeting them within the college premises and whenever he meets them in public.

- Rise when a teacher enters the classroom and remain standing till they are directed to sit or till the teacher takes his seat.
- Reach the class before the class commences. When classes are in session, students shall not enter or leave the class rooms without the permission of the teachers concerned.
- Remain in the classrooms during their free hours and are not expected to loiter on the veranda or on the premises of the college. During such time, they are to be in the Library/ Reading room.
- KEEP LEFT in a line while moving from one class to another, especially through stairs, leaving sufficient room for those coming in the opposite direction
- **Handle college property with care** and do everything in their power to preserve cleanliness and tidiness of the furniture, buildings and the premises. Students shall not disfigure the walls, doors, windows, furniture etc. with bills, engravings etc. The loss or damage or disfigurement caused to the college articles will be made good by realising from the student concerned double the cost of the loss or damage so incurred or through a collective fine covering all the students.
- Keep away from addressing any gathering in the college premises without the special permission of the Principal Except in the meeting of the various college Associations.
- Keep away from being members of any political organization and from taking part in any agitations. The College Union Election shall not be conducted on a political style. It shall be on a system based on the guidelines issued by the Principal, Management, MG university regulations and the verdicts of Hon'ble Courts. **Politics and Political activism are strictly banned on the Campus.** The students are forbidden from organizing or attending meetings other than the official ones. The directions from the Hon'ble High Court will be strictly complied with.
- Keep away from using megaphones, loudspeakers etc on the campus without the special permission of the Principal. Posters, flags, memorial tombs, floral arches, festoons etc. should not be displayed on the campus. Distribution of pamphlets / brochures etc. shall not be done without the written permission of the Principal.
- Keep away from inviting and encouraging outsiders to enter the campus.
- Keep away from bringing and using mobile phones in the class room.
- Refrain from entering into other classes without express permission of the Principal.

- Refrain from staying back on the campus without the permission of the Principal.
- Refrain from participating in live/photographic modelling, fashion shows, stage shows and/ or any Radio / T.V. programme without prior permission from the Principal. Students shall not defame the institution through print, visual and social media.
- Refrain from participating in Demonstration / campaigning / procession of any type at any time within the campus and it is strictly prohibited.
- Refrain from rioting/agitating against another group of students or against members of staff / Principal /Management for any reason and it is strictly prohibited.
- Bring their grievances to the attention of the Grievance Redressal Cell in writing. The cell in consultation with the Principal shall take necessary steps to resolve such grievances.
- Remember that re-admission to any programme is not a matter of right. Applications for re-admission will be recommended only on genuine grounds and shall be forwarded by the HOD of the concerned department with a 'Good' Conduct Certificate.
- Refrain from ragging/teasing/intimidating/harassing/using words of abuse etc. on junior students, especially female students within the Campus or outside is a punishable crime under Police Act, and such matters will be immediately reported to the police. Students involved in such acts will be adequately punished which may amount to a).the imprisonment up to 2 years and b) a fine up to Rs 10000/- and c) dismissal from the college. The University too would be requested to take the matter seriously and execute primitive measures in such cases
- Remember that the authority of the Principal extends beyond the campus also.
- Remember that any further rules and regulations framed by the Management and the Principal from time to time shall also be binding on all.
- aim at conducting themselves well also in all matters not specified in the foregoing rules, respecting the rights of others so as to establish and maintain the good traditions and reputation of the institution
- **Issue of certificates:** A student who desires to get any certificate from the college office shall apply to the Principal in writing, through the HOD/ class teacher, stating his/her relevant details viz Class, Class No., Year of Study, Subject/Second Language, University Register No. etc. Normally a notice of 24 hours is necessary for the issue of Certificates.