



Code of Conduct for Students

1. Respect Institutional Values: students should respect institutional values like modesty, honesty, equality, humanity, dignity and morality. They should respect elders, honest and committed in academic activities and enthusiastic in co-curricular and extra-curricular activities. They should be dignified with their peers and should not show any disparity based on caste, creed, gender etc.

2. Not to damage or steal College Property: Students are strictly prohibited from causing damage to valuable college property such as digital boards, virtual lab tools, science lab material, computers, LCD monitors in skill hub, valuable books in the library procured for academic purpose. Further they should not damage wall mount fans, ceiling fans, window panes, doors, motors in the campus. They are not allowed to take away anything from the college. Any violation in this regard attracts severe punishments range from heavy penalty to suspension based on the severity of offence committed.

3. Dress and Address: Students should wear decent attire while attending the college and should not wear torn or exposing or provocative clothes in the name of fashion. They should be polite while speaking to others and should not use abusive and vulgar language.

4. Pay Fees: Students should pay prescribed course fees through Vidya OS app within the stipulated time lest their names will be removed from the nominal rolls.

5. Social Welfare Scholarship: All the eligible students should get themselves registered in Jnana bhumi web portal to receive social welfare scholarship. Only those students who have 75% class-attendance shall be considered for scholarship.

6. Identity Card: Students should apply and obtain identity card from the office showing fee paid receipt as it is essential to get concessional bus pass and access to college library.

7. Regular and Punctual: Students should attend the college regularly. The attendance will be taken by class teachers through Jnanabhumi FRS, introduced by Andhra Pradesh government to improve regularity and punctuality of students. They should attend at least 75% of classes per semester to become eligible for social welfare scholarship and to write end semester examinations conducted by Krishna University, Machilipatnam. However shortage of attendance upto 15% is allowed on medical grounds by the principal, after verifying the testimonials produced and condonation paid by the defaulters.

8. Continuous internal assessment: Students should attend two internal examinations 10 marks each followed by an assignment and a seminar for 5 marks each conducted as per the schedule of Krishna university, Machilipatnam. 5 marks shall be awarded for 75% of attendance. Students

should obtain at least 10 marks out of 25 in the internal assessment to get qualify for end semester examination for 75 marks conducted by Krishna University, Machilipatnam. Those students who are absent for internal examinations or fail to get 10 marks out of 25 marks in internals in a semester should repeat the exam of that semester in the next academic year paying the prescribed fee.

9. General Grievances: Grievances such as ragging, harassment, taking narcotic drugs, tobacco products and liquor are strictly barred in the campus. Those students who commit such heinous offences or addicted to drugs shall be suspended or even expelled based on the severity of offence committed. Besides they are handed over to the police for further action.

10. Examination –Grievances: Under valuation or over valuation or fall short of attendance due to clerical error should be brought to the notice of examination section in writing with proper evidence. A genuine grievance shall be redressed within fifteen days of internal assessment. Aggrieved shall be informed of the result.

11. Humane treatment: Students should be empathetic towards disabled and they should not mock at them or ill treat them or show any kind of discrimination towards them. Any deviation in this regard shall be viewed very seriously.

12. Social Extension : Students should enroll themselves in NSS for their all round development to maintain clean and green campus and to realize Swatch Andhra mission and to organize special camps in nearby villages to educate public against social evils such as child marriages, open defecation and urination, alcohol and tobacco consumption and to organize awareness programmes and rallies against plastic usage and to propagate precautionary measures to prevent pandemics like AIDS and Corona and to arrange medical camps (for health check up & tips, iron pill, de worming pill and immunity booster distribution, vaccination etc) for public health and to conduct charity programmes like rice & vegetable distribution and poor feeding during pandemic times.