

College Rules

GENERAL DISCIPLINE:

Discipline is the pre-requisite for a healthy academic environment on the campus. Bhavan's would like to make clear the norms of discipline expected. so that observance and enforcement becomes a simple task for all concerned. Every staff member of the college (teaching and non teaching) is entrusted with the job of enforcement of discipline and can ask for identity card of any students, on noticing some infringement of discipline. The details of the offence and of the identity of the students are then given in writing .preferable the same day, to the Principal or one of the Vice Principals. The latter will take the necessary action, including an apology letter and / or a calling for the Parent or Guardian and finally suspension or dismissal.

1. **Identification:** Students are required to carry with them the identity-cards issued to them by the College. They are required to display them prominently on their person especially at the gate when entering the College and throughout the time they are on campus.
2. **Undertaking:** All students are expected to conduct themselves in a manner worthy of being a member of the College community. Such conduct is based on respect for the dignity and rights of individuals, respect for public and personal property, and personal and academic honesty. The behaviour of students outside the campus also affects the prestige of the institution and hence will be taken note of. At the time of admission, every student shall sign a declaration on his/her admission form, that she/he will abide by all rules and regulations and accept the decision of the Principal, in all matters as final. She/he will also give an undertaking to accept the Maharashtra State Higher Secondary Education Board's regulation, 1977, No.88 (i) (a) and (b) and circular No. U.M.A.P. VI/HAJERI/February 2000 (for Junior College), and University Ordinances 119 and 125, together with circular No. UG/502 of 16th October, 1999, (for Senior College), which, inter alia, provide for the withdrawal of the Board/University Examination form.
3. **Ragging, of whatever kind, is strictly forbidden and will result in a dismissal of the concerned student, even If the act is committed outside the College campus.**
4. **The possession and/ or consumption of drugs, cigarettes or alcohol on campus will result in dismissal or Suspension. at the Discretion of the Principal.**
5. **Dress:** Students are expected to wear clothes that contribute to the academic atmosphere necessary on an Indian College Campus. Accordingly, sleeveless or short tops, as well as short dresses and shorts are considered inappropriate. Trousers are expected to be full-length up to ankles.
6. **Mobiles: These should be switched off at the gate before entering the College. At no time should the mobile be used in the campus. Failure to comply to this rule will make the student liable for a fine up to Rs.100/- and or confiscation of the instrument.**
7. Students are requested not to disturb ongoing lectures, by arriving early for their lectures or by leaving their classroom before the lecture period has ended, or by loud conversation, shouting or singing. The use of the walkman and bringing of luxury items to the College campus is discouraged.
8. Students should not remain on the College premises after 6.30 pm.

9. Class picnics or outing have been discontinued. Parents are, therefore, warned that the College authorities do not assume any responsibility for picnics or outing organised by students on their own.
10. **Attendance** at Lectures and Practical is compulsory for every student of Bhavan's. The College expects 100% attendance. However, since there are legitimate reasons why some may not be able to attend a few lectures, the minimum attendance has been kept at 75% by the University. This includes non-attendance for reasons of illness / urgent personal work etc. and should be within the 25% left free. Absence from lectures must be justified in writing and if illness is the cause, a medical certificate along with a note from parents, must be submitted. In the past years, students who did not fulfill this criterion have been kept from appearing for the Terminal and University Examinations and some who were on the borderline had letters of warning sent to their parents.
11. Students are expected to read the notice-boards of their respective classes DAILY, so as to ascertain their performance with regard to attendance requirements and academic performance. If they are sick or absent from the College, for whatever reason, they should obtain information of notices through their parents, guardian or classmates.
12. Students are expected to acquaint themselves with their own marks and to see the warnings on the notice-board every month about attendance or poor performance, as no individual intimation will be sent. Parents are expected to make regular inquiries at the college office/ departments regarding the attendance and performance of their son/daughter. The College will attempt to notify the parents of students who have not been granted terms before the commencement of the respective University examinations, by a notice on the students' notice board and/or by letter. Students and their parents wishing to discuss the matter with concerned Vice Principal or to represent their cases in writing to the Principal should do so immediately. The final list of students, whose forms for the University examination are to be withdrawn, will be sent to the University thereafter.
13. All applications for admission to any undergraduate or postgraduate class should be submitted by the date notified by the College. Late applications may not be accepted.
14. Admission can be considered to be granted only when the full fees for the academic year are paid, an official receipt has been issued and the name of the applicant appears on the relevant rolls. Payment in full or in part can be condoned or deferred by the Principal.
15. All admission, both of undergraduate and postgraduate, are valid only for a year and are, therefore to be renewed for each subsequent year of study. Students who misbehave and have serious complaints of indiscipline against them during the year will not be re-admitted to the College.