

CODE OF CONDUCT FOR THE STUDENTS OF SBBSU

A. GENERAL CONDUCT

1. The students are expected to behave in a socially acceptable manner.
2. Every student is expected to conduct himself in an honest and respectful manner in all situations, orally or in written statements.
3. The students are not expected to cause disruption in teaching, examination, research or administrative work, curricular or extra-curricular activities.
4. The students are expected to adhere strictly to the dress/uniform code prescribed by the university. They should always wear their identity cards while in campus.
5. The students should not engage in any attempt for wrongful confinement of teachers, officers, employees and other students or creating nuisance inside the university campus.
6. The students should desist from loitering about in the campus in their free periods. They should instead utilise their free time by visiting/consulting the central/departmental libraries.
7. The students should not cause any damage or deface university property or the property belonging to the employees, other students and visitors.
8. The students are not allowed to write anything on the walls and doors of classrooms and washrooms.
9. The use of abusive or derogatory/intimidatory language or slogans or incitement to hatred or violence shall invite strict disciplinary action.
10. Eve-teasing or disrespectful behaviour towards women or girl students shall not be tolerated.
11. Smoking, abuse of drugs or alcohol etc. is strictly prohibited inside the university campus.
12. Facilitating or colluding in the unauthorised entry of any outsider in the campus is not allowed.
13. Committing forgery, tampering with or misuse of university documents, identity cards etc. will invite necessary punishment.
14. Furnishing false/bogus certificates or false information to any office of the university will be a cognizable offence.
15. Possession of weapons such as knives, lathis, iron rods, sticks, explosives and fire arms in the university premises is prohibited.
16. The students should not stoke communal, caste or regional feelings or create disharmony in the campus.
17. The students shall not use social media to further any political or social cause which may lead to unnecessary tension or disharmony any section of students' community.
18. All the students are required to deposit their fees or any other dues in the university office in time in order to avoid penalty.

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B. CLASS ROOM CONDUCT

1. The students are required to be present in the class in time for their lectures or practicals in the labs.
2. They should behave respectfully towards teachers and peers in order to maintain a healthy learning environment.
3. The students should follow the instructions of their teachers and take responsibility for planning and achieving their academic goals.
4. Everyone is required to switch-off their/his/her mobile phones inside the class rooms.
5. The students are not expected to damage the furniture and other fixtures in the classroom. Scribbling on the desks, lecture stands, blackboards/whiteboards, walls and doors is undesirable.

C. CONDUCT DURING EXAMINATION

1. The students are expected to take every exam seriously.
2. They should be present in the examination hall at least 15 minutes before the starting time carrying their admit cards and identity cards.
3. The students should leave their mobile phones, bags, books etc. outside the examination centre.
4. Every student should carry his/her own stationery items required for the exam and avoid borrowing from others.
5. The use of unfair means during the examination will invite exemplary punishment.
6. The students cannot leave the examination centre before half time.
7. They must follow the instructions of the invigilators and maintain decorum in the examination hall.

D. CODE OF CONDUCT FOR RESEARCH SCHOLARS

1. The research scholars are required to obtain the approval for the area and the title of research from the concerned authority of the university.
2. The researchers are required to obtain appropriate permission to get information/data for research from participants, organisations and concerned regulatory bodies.
3. The researchers are required to follow SOP/Guidelines laid down by concerned regulatory bodies.
4. The researchers are required to handle privileged or confidential information on individuals collected during research in an approved manner including appropriate disposal of such material.
5. Avoid any conflict of interest especially in inter-disciplinary collaborative work.
6. Avoid publishing plagiarized material and manipulation of data to obtain desired result.
7. Unbiased approach throughout the period of research including experiments of data collection and analysis of publications.

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8. The researchers are required to respect intellectual property rights and acknowledge every quotation/excerpt borrowed from others in their research thesis/dissertation/project report.
9. Any request for extension of period for submission of thesis should be made in time following specified guidelines.

E. MORAL AND ETHICAL CONDUCT

1. Students are expected to behave in a moral and ethical manner both within and outside the campus.
2. Ragging is strictly prohibited. It is a cognizable offence as per the order of the Honourable Supreme Court of India.
3. Women employees and girl students should be shown due regard and respect by everyone. The boys are expected to behave in a decent and cultured way as it reflects on their upbringing.
4. Attitude of respect and trust towards all irrespective of age, class, caste, gender, religion etc. is expected from everyone.
5. The student community ought to reject violence, vulgarity and aggressive attitude in all spheres of life.

F. CODE OF CONDUCT FOR HOSTELERS

1. The hostellers are required to follow the prescribed rules of discipline in totality.
2. Damaging or defacing of hostel building, fittings, furniture etc. shall invite penalty.
3. Use of intoxicants or drugs of any kind and smoking is strictly prohibited.
4. The hostellers are required to obey the timings for arrival, departure and mess as notified by the warden.
5. No outsider or unauthorised person is allowed entry into the hostel except by the permission of the warden.
6. The hostellers are expected to help the authorities in keeping the hostel neat and clean.

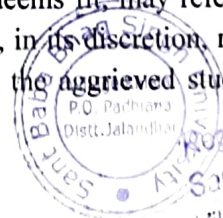
G. DISCIPLINARY ACTION

In case of any breach of code of conduct, a written complaint can be made to '**Discipline Committee**' which shall be authorised to take disciplinary action as it may deem fit. The complainant and the alleged culprit shall be given opportunity to present his/her case. No penalty shall be imposed without giving to the student a reasonable opportunity of being heard.

H. RIGHT TO APPEAL

The students can appeal for a review of the decision of the discipline committee within seven days of the order to the Registrar who shall, if he deems fit, may refer it back to the discipline committee for review. The discipline committee, in its discretion, may or may not change its original order or decision. If, after the review, the aggrieved student is still not

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satisfied with the decision, he/she may appeal to the Vice Chancellor who shall be the ultimate appellate authority. His decision shall be final.

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Registrar
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