

General Rules for Behaviour

The college is one family devoted to learning. Students should imbibe the sound traditions of cultured life as offered by the college.

Students are expected to conduct themselves in such a way as not to bring discredit to the college or to themselves. The good name of the college is in the hands of the staff and students whether on or off the campus. Accordingly, the following guidelines are to be observed.

- Students shall be respectful towards the staff and be polite and courteous to all. This respectful attitude shall be maintained on and off the campus.
- Students are forbidden to organize any meeting in the college premises or to collect money for any purpose or print and distribute any material.
- Students shall co-operate with the authorities in keeping the college premises or to collect money for any purpose or print and distribute any material.
- During class hours, students should not be seen anywhere except in the class rooms.
- Calling students from the classroom during the lecture hours is strictly forbidden. However if essential, prior permission of the principal must be sought.
- Eve-teasing and ragging is strictly forbidden. Students found guilty in this regard will be dismissed from the college immediately.
- Students are advised to park their vehicles in the parking lot.
- Students found with cell phone inside the campus will be punished severely.
- Students are expected to attend the college neatly dressed in accordance with rules of approved etiquette and decency. Girl students shall come only in Saree or long chudidar.

Attendance Regulations

Bharathiar University has prescribed the following regulations with regards to the number of working days and attendance. The college can work for a minimum period of 180 days or 900 instructional hours during an academic year.

- Students should secure 75% of attendance in a semester to appear for the university examination.
- Leave shall be granted for genuine reasons only. Exemption may be granted for absence on medical grounds, subject to the condition that the student fulfils the requirement like taking tests, practical's, assignments etc.
- If a student is continuously absent, his/her name shall be removed from the college rolls.
- Students shall be in the respective classes before the teacher enters the class.
- Students coming late by five minutes or more will not be allowed attended the class without permission slip from the H.O.D.
- Absence for one hour or more during a session will be treated as absence for half day.
- A student is expected to be in the classroom well before class time. If a student, on unavoidable circumstances, has to leave the class in the middle or before he/she may do so, only after obtaining necessary permission from the H.O.D.
- No leave will be granted from monthly tests and college exams except for reasons of grave necessity, which must be proved to the satisfaction of the principal and H.O.D. in case of absence owing to illness, a medical certificate from a registered medical practitioner should be produced.
- Attendance is mandatory for students at all association meetings and college functions.
- The students will get the needed attendance certificate required by the university to permit them to appear for the university examination only if their progress and conduct are to the

satisfaction of the principal. Students are advised not to take leave and are encouraged to obtain 100% attendance.

EXAMINATIONS

- Units tests I & II internal test and model examinations are conducted for the students. They should attend all the internal tests and examinations.
- Students shall not leave the exam hall before half an hour and shall not enter the hall after half an hour during the examinations.
- Copying and talking inside the exam hall or involving in any kind of malpractice is strictly prohibited. Anyone found guilty of these offences in the university exam will be debarred according to the rules of the university and the college.

IDENTITY CARD

Students shall have their identity card duly signed by the principal. The card will be issued for them after admission to the college. They have to wear the identity card always, whenever he/ she come to college.

LIBRARY

- The library will be kept open on all working days from 8.30 a.m. to 5.00 p.m.
- Students have the opportunity to avail two books for two cards.
- Students can Reserve and take the books on the prescribed days allotted for them.
- The students should return the library books within the stipulated time.
- Severe punishment will be given to the student, who mishandles the library books such as underlining or scribbling etc.,