



NIRMALA COLLEGE OF PHARMACY

(A UNIT OF CATECHIST SISTERS OF ST.ANN'S, HYD)

Atmakuru(Village), Mangalagiri (M), Guntur Dist-522503, A.P, India.

Approved by AICTE & PCI New Delhi & Govt. of A.P, Affiliated to SBTET & A.N University, Guntur Accredited by

NAAC & Approved under UGC 2f & 12b and Approved Institutional Innovation Council by AICTE

Ph: 08645-236255, 236722, 9912342142 E-mail: ncpa_csagp@yahoo.co.in Web site: www.ncpacsag.ac.in

7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.

Students' Code of Conduct

1. Students' Conduct and Disciplinary Code

Students who join Nirmala College of Pharmacy shall follow certain disciplinary rules of conduct. The Code of Conduct of the students are made known through the College Website, Hand Book and on various platforms.

A. It shall be the responsibility of the students

1. To read, become familiar with and adhere to this Code and any amendment brought to this Code.
2. To behave and conduct themselves in the Institution Campus, hostels and premises in a dignified and courteous manner and show due respect to the authorities, teachers and employees.
3. The students should behave politely and respectfully. They should abide by the rules and regulations stipulated by the College, from time to time.
4. Attendance is taken every period and also subject wise. The students are expected to have a minimum of 75% attendance. On medical grounds, on the specific recommendations of the Principal, the Vice Chancellor may condone the deficiency in attendance to the extent of 10%, subject to the submission of medical certificates and payment of condonation fee. The students shall follow the rules of Acharya Nagarjuna University and SBTET with regard to attendance, examinations and promotions.
5. Attendance is taken by 9:30 AM and absentee names are recorded. Parents are informed regularly about their ward's absence through SMS.
6. Students on leave should submit a leave letter to the class In-charge lecturer, duly signed by Parent and Principal.
7. Students should be regular, punctual to the classes, attend seminars and other academic activities.



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8. The students are expected to safeguard the property of the College.
9. It is the responsibility of the students to take care of their belongings. The college is not responsible for any loss of valuables.
10. The students are expected to carry their Identity Card all the time and they should be ready to produce it at any time, when required by the College authorities.
11. Any kind of demonstration that restricts the freedom of the members of the College or disrupts any activity in the College is forbidden. Groupism of any kind that disturbs the harmony is not permitted.
12. The Student should make optimum use of the learning resources and other support services available in the Institution.
13. Students are expected to wear uniform from Monday to Friday; where as in Saturday shall dress up in a simple and decent manner which conforms to the standards of modesty. Sleeveless, short tops, low waist jeans and tight garments are not allowed.
14. Students are not potential to use mobile phones in the Class room, Library, Computer Centre, Examination Halls, etc. entry of outsiders into 15. Unauthorized the campus as well as hostels is strictly prohibited. Without specific permission of the authorities, students shall not bring outsiders to the Institution, Campus and Hostel.
16. No one shall get, distribute or circulate unauthorized notices, pamphlets, leaflet, etc. within the Campus or hostel. The possession, distribution or exhibition of any item by any means which is obscene, is prohibited within the Campus or on any property owned/managed by the Institution.
17. No student shall collect money, either by force or by request, from anyone in the campus.
18. Rash or negligent driving of vehicles in the Campus premises is prohibited.
19. No student shall enter or leave the classroom when the session is on, without the permission of the teacher.
20. Any case of criminal activity or violation of law and order in the Campus will be reported to the Police.



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21. Students shall use only the waste bins for dispensing dry and wet waste materials within the Campus including classrooms, hostels, offices and canteen.

22. Any conduct which leads to lowering of the esteem of the Institution is prohibited.

B. Disciplinary code

Any student exhibiting prohibited behavior mentioned in this Code shall be subjected to any of the following disciplinary who is repeatedly or willfully insubordinate, who is guilty of fraud or mal-practice mischievous, in connection with examinations, in the opinion of the authorities, will be removed from the rolls.

Inquiry Committee: An Inquiry Committee / Grievance and Redressal Cell shall make an enquiry and submit the report to the Disciplinary Committee. The Principal shall decide the action to be taken.

a. Minor Sanctions

i. Tendering Apology: The student engaged in any prohibited behavior may be asked to tender an apology for his/ her act, undertaking that he/ she shall not indulge in such or any of the prohibited behavior, in future.

b. Major Sanctions

i. Suspension: A student may be suspended from the Institution for violation of any of the provisions of this Code. The period of suspension and conditions, if any, shall be clearly indicated in the communication addressed to the student. The student shall lose his/her attendance for the suspended period.

ii. Expulsion: This is the extreme form of disciplinary action and shall be resorted to only in cases where stringent action is warranted. Expulsion is the permanent dismissal of a student from the Institution. Such a student will not be eligible for readmission in the Institution.



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