



## Code of Conduct

### Students

SOPAN's Suvidya College of Special Education has following rules and regulations for the students and expects that the code of conduct given below will be followed by all students:

1. Be punctual and regular in attending all theory classes/tutorials.
2. Attendance in practicum is compulsory. Failure to obtain the required attendance percentage, non-submission of assignments and unjustified absence from tests /examinations will be treated as breaching the code of conduct.
3. Use of phones during lecture and practical is prohibited.
4. Students should carefully follow the Notices put up on the Notice Board (both online and offline). No excuse will be considered if Notices on the Board are ignored.
5. Students are expected to treat the members of the staff; both, teaching and non-teaching and their fellow students with courtesy both in and outside the College. Students shall not, by their act or conduct, cause damage to the reputation of the institution.
6. Students are expected to come to College dressed suitably maintaining decency.
7. Students are forbidden from inviting friends from other institutions and outsiders to the College.
8. Smoking, chewing and spitting tobacco products or pan masala, consumption of alcohol or narcotic drugs is strictly prohibited inside the college premises. Violation of this rule will invite disciplinary action. The college premises is a smoking free zone, respect it.
9. Students must refrain from mishandling and tampering with library books or college computer systems.
10. A student shall not commit or cause breach of peace inside and around the College campus.
11. Ragging in any form is strictly prohibited. Disciplinary action will be taken against those who violate this rule. It is mandatory for all students and guardians to sign the declaration form and anti-ragging form given to them at the time of admission in the pro forma by the institute.
12. Any damage or defacement of college property is a punishable offence.

Habitual misconduct/repeated breach of the College Rules & Regulation will be considered as a grave offence and will result in suspension/expulsion of the student with immediate effect.