



JAIPUR ENGINEERING COLLEGE  
AND RESEARCH CENTRE

**CONDUCT RULES AND GUIDELINES FOR STUDENTS**

**A. Discipline and wisdom** are essential traits of a professional. Students of JECRC are expected to observe the highest standards of discipline.

**B. The following acts by a student shall be construed as indiscipline:**

1. **Misbehavior** with teachers, employees of the college, colleagues, girls students, juniors, wardens, proctors and visitors and acting against decorum in college premises—classrooms, laboratories, playgrounds, any type of transportation and hostels.
2. **Ragging** New Students.
3. Using **insulting, abusive and indecent language** in general and in the college premises and hostel, in particular.
4. **Damaging college property** including apparatus, books, fixtures and fittings, building, vehicles, fauna and flora in the college.
5. **Not attending class** and not participating in curricular activities as per the University ordinances.
6. **Not appearing in class tests and examinations.**
7. **Not paying attention to mentor** advice and warning notices.
8. **Wearing poor, indecent and Provocative dresses.**
9. **Coming late** to the college and leaving early.
10. **Leaving college premises** or hostel **without permission** of the Principal, Teacher, mentor, warden etc, as the case may be.
11. **Not paying dues and fee in time.**
12. **Not following the college calendar** and timing for co-curricular and extracurricular activities such as games and sports, cultural activities etc.
13. Forming clubs, association, society, forum or groups without the permission of appropriate authority such as Principal, Mentor, warden, proctor or other college authority.
14. **Spreading unfounded rumors** or canards, which may disrupt the college activities and disturb the college discipline.
15. **Using unfair means** in test and examinations.
16. **Causing injury to any person** or participating in acts of hooliganism within and outside the college campus and in public places such as roads, bus stand, cinema halls, railway station, airport, factories, restaurants, dhabas, hotels etc.
17. Indulge in any act, which may on investigation be confirmed as an act of indiscipline by the college or by Law.

**C. Reporting of Acts of Indiscipline**

The following will observe and report acts of indiscipline by the students to the Apex Disciplinary Committee consisting of the Senior Advisor, Principal, director HRD, one or more HODs and a member of the society or its nominee.

1. **Class/Subject teacher** : Late coming, shortage of attendance, indiscipline, ragging and lack of attentiveness or concentration in classes, indecent clothing, poor performance in test and examinations and laboratory activities and workshops.
2. **Mentor** : General behaviour of student with teachers, colleagues, employees etc.
3. **Warden** : Behaviour in hostels and default in paying dues.
4. **Librarian** : Behaviour in library, damages to books, theft of books etc.
5. **Proctor** : Late coming / early going, general behaviour in the campus with colleagues, teachers, employees etc. Discipline in the public place.
6. **Any employee** : Affected by an act of indiscipline.
7. **Any Student** : Affected by act of indiscipline.

#### **D. Anti-Ragging Measures**

- a) All students shall follow the UGC/AICTE Regulations on curbing the menace of Ragging in Higher Educational Institutions, 2009, State Government/RTU/College Authorities Guidelines etc. on the subject.
- b) Any violation of the guidelines would result in expulsion from the college besides the penal action as may be decided by the authorities in this regard.

#### **E. Penalty for acts of Indiscipline**

When an act of indiscipline has been reported to the Apex Discipline Committee (ADC) a sub-committee formed by ADC shall investigate the reported act of indiscipline thoroughly and submit a detailed report on the incident.

The ADC will then examine the report and take suitable action against the incumbent depending on the severity of the act of indiscipline.

The following penalty may be imposed on a student.

1. Warning and Reprimand
2. Fine
3. Warning and Fine
4. Deduction of marks in DECA marks
5. Withholding permission to participate in an activity or examination
6. Rustication from the College for a certain period
7. Reporting to police if the act falls under penal law
8. Removal from hostel

#### **F. Some Specific Penalties**

<b>S. No.</b>	<b>Area of Indiscipline</b>	<b>PUNISHMENT (one or more)</b>
1.	Class attendance less than 75%	Not allowed to appear in examinations
2.	Coming late to college	1. Warning 2. Deduction of discipline marks
3.	Damage to items and property	1. Recovery of cost 2. Appropriate fine
4.	Damage / Theft of Books	1. Warning 2. Recovery of double the cost of Book 3. Fine of Rs. 500/-
5.	Misbehavior	1. Warning 2. Fine of Rs. 2000/- to 5000/-
6.	Indiscipline in Hostel	1. Warning 2. Fine of Rs. 2000/- to 5000/- 3. Rustication from Hostel
7.	Unfair means in examinations	1. Action as per university rules including Police case
8.	Hooliganism / Ragging	1. Warning 2. Deduction of discipline marks 3. Police case 4. Fine that can go to even Rs. One Lakh 5. Rustication from the college