



RAMAIAH

College of Arts, Science
& Commerce

Re-accredited "A" By NAAC Permanently Affiliated to Bangalore University
Approved by AICTE & Recognized by UGC

HANDBOOK FOR STUDENTS



Principal,

M.S. Ramaiah College of Arts, Science & Commerce

MSRIT Post, MSR Nagar

Bangalore - 560 054

Ramaiah College of Arts, Science And Commerce

MSRIT Post, Bangalore - 560 054.

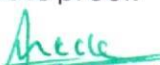
Phone No: 080-23600966, 23608597 | Email: principal.msroasc@gmail.com | Web : www.msroasc.edu.in

CODE OF CONDUCT FOR PUPILS/STUDENTS

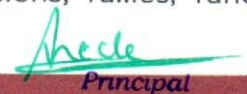
The Code of Conduct reflects the College mission and identity and exists to guide conduct, safeguard and promote the academic, curriculum and extra-curricular activities. Faculty, Staff and Management are dedicated and committed to fostering an environment that upholds the highest standards of fairness, integrity and respect in all their academic and related endeavors. This holds individuals and groups responsible and accountable for the consequences of their actions. Failure to fulfill and comply with the code may result in withdrawal of privileges and imposition of sanctions and entails disciplinary actions.

Prohibited Conduct includes but is not limited to

1. Assaulting, harassing, intimidation, or threatening another individual, or group, juniors, students belonging to sister institutions, using foul or offensive language which may endanger the health, safety and security of others.
2. Stealing, misusing, destroying, defacing, damaging college property or property of others or property of the college.
3. Disrupting college activities, creating disturbance or disruption of classroom procedures
4. Using College facilities, equipment, services or computer and internet facilities without proper authorization.
5. Using, possessing or distributing illegal drugs, alcoholic or toxic substances, weapons, explosives (including fireworks) and other dangerous materials is strictly prohibited.
6. Students should comply with disciplinary measure or measures imposed by the college including dress code, behaviour norms of the college.
7. Students should not supply false information to the institution, forging, altering or misrepresenting facts or any document or record.
8. Students and parents/guardians must ensure payment of costs or compensation for any loss, damage or injury caused to the college property.
9. Any violation of the Sexual harassment policy of the institution against other students, staff etc, of the college is prohibited. All such complaints will be referred to the Internal Complaints Committee of the College. Suspension or expulsion is undertaken if the conduct or behaviour warrants it after due process of examination and investigation and proof of evidence.
10. He/She shall be regular and must complete all the tasks assigned to them by the teachers. They must complete their studies from the college after fulfilling all the criteria set for the purpose.
11. The College believes in promoting a safe and secure and a healthy and efficient learning environment. All students must uphold academic integrity, respect all persons, rights and safety of others.
12. Students must have minimum of 75% Attendance during every academic semester in order to take the university examinations. Students should not be absent from classes except on grounds of valid reasons, which need to be substantiated with adequate proof.


Principal

13. Students should dress in a manner appropriate for an academic environment, treat all members of the college community with respect and courtesy, be well-groomed, tattooing, body-piercing, hair-styling which go against academic values should be refrained. Students must wear their College ID visible to all at all times when on campus.
14. Students are to switch off phones and other devices (pagers, iPads, tablets, smart watches etc) and store them out of sight in the class unless their use is permitted by the teachers.
15. They must respect the facilities, books and resources provided to assist the students in their studies. Students must respect the IT policy of the college.
16. Students must refrain from all such activities and behavior, both on the campus and outside, which may be derogatory to the dignity, reputation and standing of the college and the Institution.
17. Students are not to interact with media representatives (print, audio and visual) or invite media persons to the campus without the permission of the College authorities. The Students must refrain from posting derogatory comments about individuals, persons associated with the college and the college itself on social media networks and other media platforms.
18. Students are not permitted to audio or video record the lectures in classrooms or in the college premises deemed objectionable, taking photographs and or streaming audio/video of any persons which can harm the person's privacy and dignity and uploading them on social media platforms are strictly prohibited. This will have grave implications on the reputation of the college and the people associated with it.
19. In the event of discontinuing studies due to any legitimate reasons such students may be relieved after clearing all pending dues and completion of all related formalities.
20. Students and parents/guardians are to pay tuition, examination and mess/hostel fees in advance or on time in order to avoid penalties or fines and also sit for the University Examinations.
21. Students must carefully handle furniture, equipment, fixtures and appliances available in the college and in laboratories/ Computer facilities. They must follow safety precautions near laboratory and electrical installations. Keep the campus clean, litter-free and dispose all waste in waste disposal bins kept for the purpose.
22. Students must be punctual to college, adhere to college timings strictly and report to classes on time after break or activity periods.
23. Students who intend to represent college in inter-collegiate events shall take permissions from their proctors and heads of departments; keep their subject teachers informed of the said participation in such events beforehand. Selection will be based on parameters such as academic performances, attendance, academic pressures and competence of the student.
24. Political activity in any form is not permitted in the college and in the campus under any circumstances. Unauthorized meetings, propaganda work, processions, rallies, fund collections are strictly prohibited in the college, campus and hostels.



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VISION

To prepare men and women for the service of the county

MISSION

Ramaiah College of Arts, Science and Commerce shall deliver global quality education by nurturing a conducive learning environment for a better tomorrow through continuous improvement and customization

GOAL

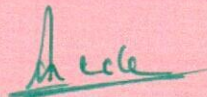
To deliver quality education for the betterment of Mankind
"Jnanam, Vijnanam Cha Bhaktisahitam"

OBJECTIVE

- To provide quality education
- To impart life skills and values
- To train in confidence building and Decision making

QUALITY POLICY

To channelize the efforts and measures to provide excellence in academics with continual improvement of staff and students for a better society



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