

General Rules and Regulations – NSCET, Theni

1. Discipline & Conduct:

- All students and staff must adhere strictly to the disciplinary norms of the college.
- Mobile phone usage is strictly prohibited during college hours unless permitted.
- Uniform and proper grooming are mandatory as per the dress code. Male students must wear formal attire with polished shoes; female students must be appropriately dressed (sarees/overcoats for staff).

2. Attendance:

- A minimum of 75% attendance is mandatory for students to appear in university examinations.
- Staff must register biometric attendance by 9:15 AM and 4:45 PM.
- Unauthorized absence or habitual late-coming is not tolerated.

3. Punctuality:

- Students and faculty must report to classes/labs at least 5 minutes before the scheduled time.
- Timely completion of syllabi and academic activities is emphasized.

4. Cleanliness and Safety:

- Classrooms and laboratories must be kept clean.
- Lab safety protocols (e.g., use of fire extinguishers, PPE) must be strictly followed.
- Vandalism or damage to college property is punishable.

5. Library and Lab Use:

- Students must follow specific rules for using labs and libraries, including maintaining silence and proper logbook entries.
- Lab assistants and in-charges are responsible for maintaining equipment and records.

6. Use of College Property:

- Unauthorized use or damage to college equipment, systems, or infrastructure will lead to disciplinary action.
- E-mail and internet access are for academic purposes only.

7. Grievance Redressal:

- A structured grievance redressal mechanism is in place.
- Suggestion boxes are installed to gather feedback constructively.

8. Safety and Surveillance:

- CCTV cameras are installed for campus safety.
 - Fire extinguishers are available, and emergency protocols must be followed.
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Code of Conduct for Students

1. Behavior and Respect:

- Students must behave respectfully towards faculty, staff, and peers.
- Use of abusive language, threats, or violence is strictly prohibited.

2. Academic Integrity:

- Cheating, plagiarism, impersonation, and falsification of records are serious offenses.
- Students must complete assignments, practicals, and records on time.

3. Dress Code:

- Students must wear prescribed uniforms, maintain neat hairstyles, and avoid ornaments, tattoos, or any indecent attire.

4. Campus Decorum:

- Loitering, squatting, or idle gathering in unauthorized places is not allowed.
- Smoking, consuming alcohol, drugs, gambling, and bringing weapons are banned on campus.

5. Student Responsibilities:

- Attend all classes, practicals, and assessments.
- Participate actively in academic, co-curricular, and extracurricular activities.
- Report any misconduct, safety hazard, or grievance to appropriate authorities.

6. Digital Conduct:

- Students should use digital platforms responsibly.
- Misuse of college computers or internet resources will result in disciplinary action.

7. Parental Communication:

- Regular updates on performance and behavior are communicated to parents.
- Parents are expected to support the institution's efforts in maintaining discipline.

8. Mentorship and Counseling:

- Students must regularly meet with assigned mentors for academic and personal guidance.
- Counseling is available for slow learners or students in need.