



Industrial Training Institute

HARINGHATA GOVT. INDUSTRIAL TRAINING INSTITUTE

(APPROVED BY NCVT AFFILIATED TO WBSCVT)



Skill India
कौशल भारत - कुशल भारत

Word No.- 7 , Mohanpur ,Haringhata ,Nadia, West Bengal Pin-741246

-: RULES AND REGULATIONS :-

- ❖ As per the rules and regulations of the NCVT no student will be allowed to attend Internal / Final Examination unless he/she has secured **80% of the attendance** in lectures/labs, tutorials and other academic activities.
- ❖ For any kind of leave student(s) must take permission of the Principal through their Trade Instructor.
- ❖ The areas near classrooms are “Silence Zone”. Students are advised not to loiter/make noise in this zone.
- ❖ Students are advised not to use **Mobile Phones** in Institute Premises and should keep their Mobile Phones switched off during lectures, labs and in library.
- ❖ **Notice boards** carry various kind of information from time to time. Hence, all are advised to observe notice boards regularly.
- ❖ Students shall refrain from any action that may disturb the smooth working of the institute.
- ❖ Students have to maintain Institute Uniform Code and carry their Identity card.
- ❖ Students should be polite, friendly and well behaved in and outside the institute. They should be respectful to their elders and teachers, and considerate to their juniors; honest and truthful at all times.
- ❖ Students will not operate any machinery / equipment without the permission of the instructor.
- ❖ Students must pay their fee/dues on or before the prescribed deadline failing which appropriate disciplinary action will be taken.
- ❖ **Ragging, political activity, consuming alcohol, or any allied substances, drugs, Tobacco Products and smoking are strictly prohibited in institute campus.**
- ❖ Writing/spitting on walls/desks and various other places in the college is strictly prohibited. **Cleanliness** should be maintained in the institute campus.
- ❖ Students should take proper care of college properties and must not spoil or cause any kind of damage to the college properties.
- ❖ Using any kind of foul language on social networking websites or any public platform which may harm the reputation or discipline of the institutions will be treated as misconduct.