**Institute Rules & Regulations**

1. Every student has to maintain discipline in all respects.
2. A minimum attendance of 75% is compulsory for attending the Semester end Examinations. No one will be exempted from this rule.
3. Every student has to clear the fee(s) due before the due date without fail.
4. Fee dues, if any incurred during the semester/year, should be cleared to get the Hall ticket for writing the semester/year end examinations.
5. Any student who is eligible for financial assistance towards tuition fee is required to pay the fee, incase his/her fee due is not cleared by the Govt./other sponsoring organization within the stipulated time. Otherwise He / She will not be allowed for Semester Examinations.
6. Any damage done to the college property like furniture etc. will attract fine and punishment.
7. Every student should follow the dress code of the institution.
8. All the students should display the identity card properly. No student will be allowed to enter the college without the Identity Card.
9. All the students should maintain punctuality and late comers will not be allowed to classes.
10. All the students should follow the library rules and regulations.
11. Ragging is strictly prohibited and if any student found involved in ragging, he/she will be punished severely according to the law.
12. If any student is found involved in ragging, any one or more of the following punishments will be imposed.
13. Cancelling the admission.
14. Suspending from attending class work.
15. Not permitting to the university examination.
16. Fine upto Rs.50,000/-
17. Rigorous imprisonment up to 3 years (by court of law)
18. Every student and parent have to sign on the undertaking for maintaining discipline and for avoiding ragging.
19. Use of mobile phones, smoking and commenting are totally banned in the college campus. The mobiles once seized will not be returned at all.
20. Any problems or grievances shall be communicated through proper channel.

**DECLARATION BY THE STUDENT**

I……………………………………………………………………………..S/o / D/o ……………………………..……………………………. Will abide by the rules & regulation of the institute of the institute and will not involve in any anti-Institutional / anti-social activities.

Place :

Date : Signature of the Applicant

**DECLARATION BY PARENT / GUARDIAN**

I…………………………………………………………………………………………………………. the parent/guardian of Mr / Ms ………………………………………………………………………………….……. Will stand guarantee for the performance, regularity, conduct and character of my ward. I will take active interest in the progress of my ward & keep in periodic contact with the Institute / authorities. I will promptly remit Institute fess as directed by the institute. It will not seek transfer of my ward and in the event of such contingency, I will pay the necessary fess as directed by Institute. I have gone through the rules & regulation of the Institute and agree with the same.

Place:

Date: Signature of the Applicant’s Parent/Guardian

I hereby certify that the particulars given by the candidate in this admission form have been verified with the original documents and found to be correct. The Photograph of the candidate is attested.

Signature of Dean Admissions Principal