

CODE OF CONDUCT.....

The College is a Provincialised under Govt. of Assam and recognized under section 2(f) & 12 (B) of UGC Act. 1956 and as such, it is liable to follow all the rules and regulations framed by the Govt. of Assam and UGC in discharging duties. So, the code and professional ethics for Principal, Teachers and Governing Body are governed by relevant Act, and Provisions of State Govt. issued from time to time. Moreover, the UGC recommended code of ethics is equally applicable for the teachers and Principals drawing UGCs' scale of pay.

By maintaining uniformity of the Colleges of Assam, of course, the code of conduct for students is usually framed by the college in consideration of the need of the College.

Students 'Code of Conduct'

What to do:

1. Students have to maintain strict discipline and good manners both inside and outside the College to keep up the prestige and reputation of the college.
2. Students have to behave properly with the teaching as well as administrative staff.
3. Students have to maintain decorum in the classrooms and outside and in the library
4. Students have to take proper care of the College property and must not cause any damage to the same.
5. Student of this College should enter the college campus in College uniform in all working days as advised.
6. Carrying of ID card with hanging display is a must
7. Keep friendly behavior among the students
8. Keep your mobile phone in switch off mode during class hour
9. Acquiring minimum 75% attendance is must to be eligible to appear in the respective final examinations
10. Continuous absent up to five (5) days and less than 75% attendance in each subject/paper every month will be treated as violation of College/AHSEC/GU guideline)

What not to do:

1. Students are not allowed to use their Mobile Phone in the College campus



during the Class hour(on emergency, with due permission of the Vice-Principal they can use Mobile Phone and immediate after, they will have to keep the phone switched off)

2. Ragging in the campus is strictly prohibited and punishable

3. Any sort of molestation case is a punishable offence

4. Misbehaviour with the teacher and management is a punishable offence. Students are responsible for their conduct to the Principal. For any act of misconduct or misbehavior a student will have to face the Discipline Committee of the College, the decision of which in such cases is final and binding. Disciplinary action may involve warning and/ or fine, and/ or suspension from classes, from examination or even expulsion from the College.

5. Not to use Bettle-nut, Gutka, chewing gum or any kind of items which may make dirty of the College building, washbasin or any other places of the College campus and also not to damage the College property by the students

6. Damage of College property caused for charge of penalty

For what college is not responsible:

1. Loss of any material such as M/Cycle, Bi-cycle, Mobile, study material, cash, etc. the College management is not responsible

College Aid:

1. On reporting first aid in any health related matters will be provided/ arranged by the college authority.

2. In case of indulging ragging by any of the student, immediately inform the Principal/Vice-principal/in-charge of the ragging cell.

Code of Conduct for Teachers, Governing Body, Administration including Principal and Supporting Staff:

1. **Code of Professional Ethics lay down by UGC.**

2. **The Assam Provincialised Colleges and Assam Non-Government College Management Rules.**



Shukla
Principal
Commerce College
Kokrajhar