



GOVERNMENT GIRLS' GENERAL DEGREE COLLEGE

Student Code of Conduct

Prepared by
Internal Quality Assurance Cell

Government Girls' General Degree College has prepared a well-defined Code of Conduct for the students. Students being an integral part of the Teaching - learning process, the College takes care that they turn into morally and socially responsible National and Global citizens. It is mandatory for all the students to follow strictly this Code of Conduct both inside and outside the campus. This helps to maintain the strict discipline of the college and also the academic environment. The students must be well aware that unless they abide by this Code of Conduct the Excellence which the College strives to achieve during NAAC assessment will become difficult to accomplish.

- Students must be respectful towards our National Heritage, National Flag and National Song.
- Polite and respectful behaviour towards the Principal, teachers and non-teaching staff of the College and their fellow students is expected from a student of **Government Girls' General Degree College**. They must not use any kind of abusive behaviour or language. They should refrain from any activities which may dishonour the Institution.
- All students are expected to follow the attendance rules of the College as per directives of the University of Calcutta.
- In the Pandemic situation, students must adhere to the prescribed COVID Protocols.
- Every student must carry the Identity Card issued to her inside the College Campus. The I- Card is a proof of her status as a bonafide student of the College and also provide valuable information for her.
- Ragging in any form is strictly Prohibited and is a punishable offence. Anti- Ragging rules following UGC guidelines is to be maintained by the students. Submission of Anti Ragging Declaration is mandatory for all students during admission time. Any incidence of ragging should be immediately reported to the Anti Ragging Cell of the College.
- It is the responsibility of the students to keep the campus clean. Care should be taken to maintain the cleanliness of Toilets. Littering is strictly forbidden and anyone found littering will have to pay a fine to be decided by the Administration.
- All students must attend the tutorials, mid-term and Internal test examinations.
- Restoring to any kind of unfair / irregular means during any examination is treated as serious misconduct and is punishable offence.
- Students are expected not to enter into acts that result in damage or destruction of college property.
- Students must go through the Prospectus, departmental and students' Notice Board as well as the college website regularly for information Notice Boards are to be scanned regularly for information on payment of fees, registration and dates of form- filling and examinations and for other information related to Campus activities.
- Fees will not be accepted except on the dates notified and must be cleared failing to which names may be struck off from the roles.
- Continuous absence for one month without any valid explanation forwarded to the Principal/Officer-in-Charge and the Department will also result in disciplinary measures.
- Application for issuance of certificates, particulars and concessions, required from time to time by students, are to be submitted well in advance. It may not be possible to issue such documents on the same day.
- Any kind of discriminatory behaviour on the basis of Caste, Creed and Religion will not be tolerated.
- Students are expected to abide by the Rules and Regulations of the College Library.
- Students are expected to be decently dressed within the College Campus.
- Students are not allowed to use cell phones and other electronic gadgets during class lectures and practical classes inside the classrooms / laboratories. Use of cell phones is strictly prohibited in the examination hall.
- Students should take care of their personal belongings. Authority is not responsible for any loss of personal property.
- Students must inform their guardians regarding Parent-Teacher Meetings when notified by the College.
- Students of the College are expected to participate in college activities like Seminars, Workshops, Training Programmes, Certificate Courses etc. They should also be present during observation of Independence Day, Republic Day and other Commemorative events. Their active participation in college events like NSS Programmes, Sports, Fest and other cultural functions will be highly appreciated.
- Students must take note that the college campus and the library is under CCTV surveillance.



Principal