



PRANANATH COLLEGE (AUTONOMOUS), **KHORDHA**

CODE OF CUNDUCT FOR STUDENTS

1. Academic Session of the College is from June to May
2. Before a student is admitted to the College he/she or his/her guardian will have to sign an undertaking in the proper form to the effect that the student will abide by the rules of the college.
3. Students are required to submit the Blood-Grouping Certificate from a Registered Practitioner at the time of admission.
4. All the students must come to the college in uniforms, failing which they are liable to pay a fine of Rs.20/- per day.
5. Honours selection shall be done as per SAMS admission.
6. Each student must register in the college office the address at which he/she lives. Any change in the address must be intimated to the office in writing.
7. As soon as the tutorial groups are formed and notified it is the duty of the student to find out the particular group which he/she has been assigned to. If he/she is not included in any of the groups he must bring the fact to the notice of the Professor in charge of time table.
8. No student is allowed to absent himself/herself from the college without obtaining prior permission or leave.
9. Any student who absents himself from any college examination without being permitted exemption by the Principal will be fined as per the decision of the Staff Council. Wilful absence from any such examination will attract penalty and may make him/her liable for detention.
10. The name of the student will be struck-off if he/she remains absent consecutively for more than ten days from any class. Even if Studentship continues, they will be disallowed to continue in Honours Class.
11. Students are forbidden to loiter in the corridor/verandah when the classes are on.
12. Students of the college are forbidden to register for any outside club, athletic association without taking prior permission of the Principal
13. When a team of students is deputed by the college away from Khurda for any reason, members of the team and students accompanying the team must obtain prior permission from the Principal. A boarder joining such team must obtain the prior permission of the Hostel Superintendent.
14. Each student must be present in 75% of the classes lest he/she would not be eligible to contest in elections and get promotion to the next higher class.
15. No club or society should be started or maintained in the college and no function should be organised without the approval of the Principal

16. Every student of the college will be allotted to proctorial group (with a member of the staff of the college as proctor.) All applications to the Principal regarding freeship, exemption from fine and any other matter relating to his studies in the college will be routed through the proctor
17. Free studentship and financial help from S.S.G. and Students'Aid Fund shall be withdrawn from a student, if he/she is irregular in attending classes, examinations, or involved in any act of indiscipline.
18. All cycles must be padlocked and kept in the cycle-shed provided for inside the campus.
19. Scribbling, pasting of bill and writing on blackboard or otherwise disfiguring the college walls are strictly prohibited.
20. Spitting on the walls, pillars or doors of the college is strictly prohibited.
21. Students must maintain a sense of decorum particularly in the playground and also while attending meetings and functions.
22. Students should use the toilets provided for the purpose.
23. University Certificates will be issued on every Wednesday. Thursday and Friday from 2PM to 4PM (working days).
24. Continuing Certificate can be issued before 12 noon on every working day.
25. Issue of items mentioned in the previous clauses can be carried out, provided the application for the same is submitted before 3 PM of the previous day.
26. In case of urgency, the application for CLC/Conduct Certificate/Mark- Sheet/ Continuing Certificate may be submitted before 12 Noon and the same can be issued after 2 PM on the same day.
27. An affidavit sworn in before first class magistrate in support of the proof that his/her T.C. is lost or damaged. He is to submit an evidence that FIR at Local Police Station has been lodged regarding the loss of original CLC/TC. In case of damage of original CLC/TC, one affidevit alongwith remaining portion of the same is to be produced. When the candidate desires to take above certificates urgently, he should deposit the prescribed fee. Duplicate CLC will be issued ordinarily after 7 days after depositing the prescribed fee.
28. The subject-combination, once opted for, can not ordinarily be altered. It can be altered within a specified period (as fixed by the Principal), after obtaining the prior permission of the Principal.
29. Any student found guilty of misconduct such as an act of mis-behaviour or found guilty of ragging or abet or propagate through any act of commission or omission that may be constituted as ragging is liable for punishment without prejudice to any other criminal action that may be taken against him under any penal law or any law for the timebeing in force.

