



S.A.S. GOVERNMENT DEGREE COLLEGE
NARAYANAPURAM, WEST GODAVARI DISTRICT-534406
(AFFILIATED TO ADIKAVI NANNAYA UNIVERSITY, RAJAMAHENDRAVARAM)

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INSTITUTION'S POLICY DOCUMENT

DISCIPLINE POLICY:

The Discipline policy of this institution is as follows.

- Rules of conduct and discipline for students in the college are framed by the college keeping in view the instructions and guidelines issued by Government
- All such rules shall be printed in the college hand book to facilitate perusal by the students
- The code of discipline for students is comprehensive and includes matters like attendance, punctuality ,respect for staff members ,cordial relations with fellow students,maintenance of peace on the campus, proper use of college property like furniture, scientific equipment , library books ,games material etc
- It is clearly stated in the rules that offenses like eve teasing mis behaviour towards staff and damage to the college property will attract severe punishment
- A discipline committee will be constituted in the college to enforce the rules of discipline. The committee should deal with all problems of discipline in the college and advise the Principal.This committee should consist of a few staff members and also some students nominated by the Principal .The office bearers of the students Union may also be considered for nomination
- As per G.O Ms.No.154dated17-1-1964 action can be taken against students who indulge in eve-teasing or a similar activity prohibited on the college premises.
- Maintenance of discipline is of utmost importance. So the Principal should take all necessary steps to improve discipline among the students. not only the disciplinary approach but also through the day in and day out persuasion. Great care should be taken in the following the procedure for awarding punishment .This will avoid

future litigation and complications.

Before any student is punished for any act of indiscipline the Principle should

- a) Order an enquiry to be conducted by atleast three staff members
- b) Issue a Show Cause Notice to students and the parent or guardian
- c) Obtain the explanation if possible and place the matter before staff Council for advice
- After following the procedure and fulfilling the prerequisites the Principal may impose suitable punishment under intimation to the Commissioner of Collegiate Education.
- It may be noted that in all cases of imposing punishment on students for acts of indiscipline the Principal should observe the prescribed procedure carefully.



Tec. M
PRINCIPAL
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