

CODE OF CONDUCT:

All the students of Shri Jairambhai Patel Institute of Business Management- (SJPI-NICM-MBA) are expected to behave politely towards the staff and exchange greetings with them. The students should keep the premises clean. Any charge of misconduct by students in any manner in the campus or outside the campus will be handled by the Institute's disciplinary committee as constituted by the Director (I/c), which would conduct a detailed enquiry into the charges of misconduct and report its findings to the Director (I/c). The Director (I/c) will decide the penalty to be levied which may include expulsion.

All students are expected to follow and strive for the above and behave in a manner befitting that of a student of a professional course. Any student found to be acting directly or indirectly for the breach of the above will be expelled from the college.

1. Students shall conduct themselves within and outside the premises of the Institute in a manner befitting the students of our Institution.
2. As per the order of Honorable Supreme Court of India, ragging in any form is considered as criminal offence and is banned. Any form of ragging will be severely dealt with.
3. The following acts of omission and/or commission shall constitute gross violation of the code of conduct and are liable to invoke disciplinary measures with regard to ragging.
 - Lack of courtesy and decorum; indecent behaviour anywhere within or outside the campus.
 - Willful damage or distribution of alcoholic drinks or any kind of narcotics or fellow students/citizens.

4. The following are strictly prohibited :

- Possession, consumption or distribution of alcoholic drinks or any kinds of narcotics or hallucinogenic drugs
- Mutilation or unauthorized possession of library books.
- Noisy and unseemly behaviour, disturbing studies of fellow students.
- Hacking in computer systems (such as entering into other person's areas) without prior permission, manipulation and/or damage of computer and software or any other cyber crime etc.
- Usage of cell phones / camera cell phones during the sessions.
- Plagiarism of any nature.
- Any other act of gross indiscipline as decided by the committee from time to time.

5. Commensurate with the gravity of offense, the punishment may be reprimand, fine, expulsion from the institution/hostel, debarment from a examination, disallowing the use of certain facilities of the Institute, rustication for a specified period or even outright expulsion from the Institute, or even handing over the case to appropriate law enforcement authorities or the judiciary, as required by the circumstances.

For an offence committed in (i) institution (ii) hostel including canteen, mess, pavements, corridors and (iii) elsewhere, the Director (I/c), shall have the authority to reprimand or impose fine.

- Cases of adoption of unfair means and/or any malpractice in an examination shall be reported to the Director (I/c) for taking appropriate action.
- All cases of serious offence, possible requiring punishment other than reprimand, shall be reported to the Director (I/c).

- All the students must abide by the code and conduct of the institution.

GENERAL RULES

- Students are requested to bear in mind that they are projecting an image of the institution hence they are asked to dress themselves appropriately.
- Students are expected to submit all their assignments on or before the date as specified by the Faculty members.
- Students are expected to be punctual for their classes and maintain attendance as per the criterion of Gujarat Technological University. They are also expected to remain punctual for seminars, internal examinations, Guest lectures and semester examinations.
- Students of the Institute are not permitted to resort to strikes and demonstrations. Participation in any such activity shall automatically result in dismissal.
- No student Unions except professional associations are permitted in the Institution.
- Any student responsible for bringing outsiders into the campus for settling student disputes will be expelled from the institution.
- Smoking, consumption of alcoholic drinks, playing cards, gambling of any kind is prohibited within the premises.
- No student shall leave the class room without the permission of the teacher or until the class is over.
- Student should not sit on the parapet walls or on the steps or on the staircases. They are forbidden from loitering in the verandahs or in the campus at any time during session.
- Calling students out of their class rooms while the lecture is in progress is prohibited.
- Students should keep their vehicles only at the place allotted for the purpose.

- In case of cancellation of a class, students shall go to –the library, but not to be found anywhere else in the campus.
- The Computer Lab has its own rules: The students are expected to observe them scrupulously .Those who misuses the facilities will not be entitled to use the labs. Use of Internet for the purpose other than academic related activities is banned.
- Students shall switch off all the fans and lights and other electrical appliances when they come out of the class. All students should keep in mind that the conservation of electricity is a service to the nation.
- Hall tickets will be issued for university annual examinations only after the students clear all the dues including dues to the hostel.
- Any student found to be violating rules of conduct and discipline will be dealt with severely including expulsion from the institute.
- Students are required to strictly follow the library rules.