

HRIT/QF/ 46

H.R. Institute of Technology, Ghaziabad

HRIT/QF/.....

Formats Page

Implementation Date

Formats Repositions

Issue Date

Prepaid by: MR..... Approved by: Director....

Discipline & Anti- Ragging Rules

PREAMBLE

These rules shall be termed as '***HRIT Discipline & Anti- Ragging Rules***'. These rules shall be applicable on all students. Disregard to obey these rules shall invite severe punishment. The H.R. Institute of Technology, Ghaziabad believes in a reformatory approach to deal with the students.

Anti – Ragging Rules are meant to curb the problem of ragging and the rules given below conform to the stipulations / instructions received from the Hon'ble Supreme Court / Central and State Govts / UGC/ AICTE/UPTU form time to time.

The students are expected to maintain a high level of discipline and follow Institute rules strictly. Dean students welfare and Proctorial Board shall deal with all matters connected with discipline of the students and Director shall be the final authority to award any punishment, including expulsion from the Institute. Following are deemed as acts of indiscipline.

Acts of Indiscipline

1. Disregard of rules /orders/ instructions and of notice of Institute's authorities.
2. Noisy, boisterous, disorderly or obnoxious behavior.
3. Irregular attendance and unauthorized absence from classes.
4. Persistent negligence of studies.

5. Using any kind of unfair means in class test and sessional or processional of final or any kind of examination or copying of tutorials and home assignments.
6. Chewing tobacco in any form, smoking inside the premise of the Institute or hostel.
7. Consumption of intoxicating drugs, liquor, alcohol and prohibited drinks or intoxicants or such like substances.
8. Gambling in any form.
9. Taking part in strikes or defying any order of Institute's authority.
10. Failure to report cases of indiscipline to the Dean Students Welfare / Chief Proctor / Hostel warden or College authorities.
11. Disrespect towards any religion, caste, culture & community.
12. Indecent behavior towards any females by way of gestures, comments or physical advancement, whether inside the Institute, hostel or outside.
13. Disorderly behavior inside the premises or outside in society bringing disrepute to Institute in any manner.
14. Association with any anti- national activates, organization, association or person.
15. Failure to adhere to "Dress Code" of the Institute.
16. Spoiling Institute's property, equipment, tools; books reading material or tempering with operation procedure of the Institute.
17. Showing disrespect towards National Flag of the Country or National Anthem, in any manner.
18. Defacing library books or journals or any literature connected with academics of the Institute.
19. Tampering with any safety norms, equipment, building vehicles or property of the Institute.
20. Failure to comply with instructions issued through a notice to submit information or *curriculum vitae* for training and conducted by the Institute, whenever required to be initiated.
21. Non- payment of dues of all kinds on the stipulated date and time.

22. Failure to obtain no *dues certificate* before commencement of the University Examination.
23. Acts subversive of discipline and good behavior inside the Institute or the public life.
24. Formation of union or association without prior permission of the Director.
25. Meetings of any kind shall not be convened and no person shall be invited to address any meeting in the Institute or hostel premises without the permission of the Director. This is true for the faculty and staff also.
26. Students shall observe all safety precautions. The Institute will not be responsible for accident of any nature in the Institute, hostel, workshop, laboratories and playground or in campus and in its vicinity.
27. Infringement of any order by any member of office of the Institute shall also constitute as an act of indiscipline.

Code of Conduct for Students

1. The HRIT believes in creating a professional environment in which the students, faculty and staff members function in an exemplary manner so as to ensure that the institute prepares students with technical entrepreneurial skill and attitude required for acquiring responsible technical positions.
2. Every student is required to attend all the lectures, tutorials, practical and other prescribed curricular and co-curricular activities. The attendance can be condoned upto 25% on medical grounds or for other genuine reasons beyond the control of the students from the expected 100% attendance.
3. Students are also advised to be regular in attending the classes. They will not be permitted to take the sessional /semester examination in case of shortage of attendance. The fortnightly attendance will be displayed on the internet which can be seen by the students.
4. All the students are required to register in each semester with their physical presence and completing all the formalities on 1st day of beginning of semester.
5. The attendance shall be counted from the date of admission in the Institute.
6. Attendance is compulsory if a guest speaker is to address a class.
7. The students are not allowed to go on leave from the institute when classes are in progress, except under urgent circumstances and not more than three days. The leave has to be approved by the respective programme in charges before it is availed. Under special circumstances, the Dean/Director can sanction leave.
8. Every student is given an email ID and a web space. He/she can see his/ her attendance, internal test marks, time table, assignments, important announcements and other information on the institute's website (www.hrit.ac.in) Intranet. Students information is updated on regular basis. This intranet is connected to internet thus making easy access to the students record, their attendance and

- performance to the parents/guardians right from their home or cyber café. Students/guardians are advised to visit the Institute website regularly using students email ID.
9. The student are expected to observe strict punctuality and avoid late coming to attend their classes. The faculty as Training Manager is empowered to disallow the late comer (s) from a class.
 10. The students are expected to follow the rules and regulations relating to Lab, Library, Hostel ,Mess and Campus and any other order issued by the concerned authorities .
 11. Each students will be issued an *identity card*. They must keep their *identity card* with them and produce before the concerned authority as and when required.
 12. Each students must come in *Institute's uniform*, if not in uniform, they may be allowed with a fine of **Rs. 50/-** each on three occasions and thereafter they will be asked to leave the class.
 13. It is in the interest of the students that they should give their latest correct address, telephone contact nos. including mobile. This will enable the Institute to contact them in case of exigencies. They should also write the status of examinations papers due to be cleared and subjects being offered in the current semester.
 14. The notice of general interest of HRIT will be displayed on the Institute's notice board at the entry of "B" block, while the Department related notices will be displayed on the respective departmental notice board. Students should see these notice boards regularly for the latest information and compliance of various time bound requirement.

Anti –Ragging Rules

Ragging of juniors is strictly prohibited as per the orders of Hon'ble Supreme Court/ Govt/ University and is against the tradition of the Institute. Any student found indulging in ragging junior or fellow students wither inside the Institute or hostel premises or outside the premise will be liable to be rusticated from the college, besides being handed over to the appropriate civil authority for action in accordance with law. Be it known that Ragging is as much a nuisance as a worst form of humiliation to any student in any Institute. It has its worst effect and at times has led to serious problems. Therefore our emphasis on its prohibition is absolutely a logical rule with force of law.

Acts of Ragging

1. Any conduct by any student whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student.
2. Indulging in rowdy or indisciplined activities by any student which causes or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student.

1. Asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student.
2. 4. Any act by senior students that prevents, disrupts or disturbs the regular academic activity of any other student or a fresher.
3. Exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students.
4. Any act of financial extortion of forceful expenditure burden put on a fresher or any other students by students
5. Any act of physical abuse including all variants of it: sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person.
6. Any act or abuse by spoken words, emails, post , public insults which would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture to fresher or any other student.
7. Any act that affects the mental health and self-confidence of a fresher or any other student.

Measures to Prevent Ragging

Following measures shall be taken to stop ragging in the Institute:

1. Helpline Anti- Ragging Boards shall be displayed at the main gate as well as at other strategic places at HRIT.
2. Vehicles of students shall not be allowed in the campus.
3. FIR against the guilty students shall be lodged.
4. Suspension /expulsion /rustication /debarring from the HRIT shall be affected forthwith as per the nature of ragging.
5. Frequent meeting of the Proctorial Board with the fresher shall be arranged.
6. Every students shall submit an affidavit to restrain himself from ragging – activities.
7. Anti –Ragging Committees shall be constituted.
8. The DSW alongwith the Wardens or the Hostels will make frequent rounds to check the problem of Ragging.
9. The Director, HRIT shall be wholly responsible and answerable to the problem of Ragging.