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GOUTHAMI INSTITUTE OF TECHNOLOGY & MANAGEMENT FOR WOMEN

(Approved by AICTE New Delhi & Affiliated to JNT University Anantapur)

Sai Nagar, Peddasettypalli (Vi.) PRODDATUR - 516 361. Kadapa (Dist.) A.P.

CODE OF CONDUCT FOR STUDENTS

1. The Students must be highly disciplined, well dressed and punctual to the college. No Student will be allowed into the college after the second bell.
2. Dress code to the labs must be strictly followed by the students. It is compulsory to display their identity cards in the college premises.
3. The students must submit the laboratory record for each experiment before the stipulated time.
4. If any injustice is done to any student in academic aspects, she has to report specifically to the Head of the Department and to the Principal in writing. Final decision rests upon the decision taken by the authorities of the institute. No student has the right to cause any disturbance by resorting to boycott or strike.
5. Bringing and using cellphones is strictly prohibited in the college campus. If the cellphones are found they will be confiscated by the college authorities.
6. Any request for leave must be sent to the head of the department, well in advance. During emergencies, they can contact over phone.
7. No student should go to the cabins of correspondent and Principal at any cost. Their problems must be routed to the Principal through their Head of Department.
8. No student is allowed to speak in vernacular languages. They must speak only in English.
9. College property shouldn't be misused or damaged. Any damage caused will be recovered if the student is found guilty from the student.
10. The students should not indulge in any group activities against any of the aspects in the institute if noticed in this she is liable to be Punished.
11. No student should fear or hesitate in asking doubts. If they are not clarified, they can inform the Principal in writing giving details of the subject Branch etc.,
12. Ragging is treated as a crime seniors must guide the Junior students regarding the behaviour and other matters of the college.
13. Students should not pick up any arguments with any staff members (teaching or non-teaching) on any point excepting for the discussions about the subject.
14. Students using college transport must behave well in the bus. Students using personal vehicles should park them in the place prescribed.
15. No student is allowed to go home in the college hours, if any problem to their health they could take rest in the sickroom.
16. The college premises should be kept neat. If any leftovers during lunch hours they must be deposited in the dustbins.
17. In all matters related to the cancellation of the admission of a student in the college and hostel due to their bad conduct the decision of the college authorities is final.

Undertaking by the Student

☐ I accept any punishment/fine imposed by the disciplinary committee, if I violate any of the conditions mentioned above.

Signature of the Parents.

Signature of the Candidate

How you Know About College :

☐ Advert ☐ Friends ☐ Neighbour ☐ Relation's ☐ Others

LIST OF CERTIFICATES

	Original	Xerox	
1) Allotment Order			
2) Joining Report			
3) SSC Marks Memo			
4) Study Certificate 4 th to 10 th			
5) Inter Marks			
6) Inter TC			
7) Caste Certificate			
8) Income Certificate			
9) Student Aadhar			
10) Mother Aadhar			
11) Father Aadhar			
12) EWS			
13) Ration Card			
14) Bank Pass Book			
15) 5 Pass Port Size Photos			

Certificate of Residence (for Private SSC Study Candidates)

Signature of Candidate