

RULES FOR FINES

Fines are charged as a deterrence to avoid any violation of the College rules, regulations or the guidelines as given in the Prospectus, Instruction Manual, College Website, and other Policy Documents. The students are assumed to have read and understood the College Policy of Discipline etc. for compliance with the same.

THE COLLEGE WILL NOT LEVY ANY FINE IF A STUDENT FOLLOWS THE SYSTEMS, RULES AND PROCEDURES OF THE College

Details of various types of fines are given in the succeeding paragraphs:

Library Fine: The students are required to return the books in time. A Library book can be kept for a maximum period of 15 days, beyond which a fine of Rs 2/- per day of default will be levied.

Lecture Absence Fine: In case no leave application as countersigned by the parent and in case of a medical leave if the leave application form is not attached with a medical certificate (issued by a medical practitioner with minimum qualification of MBBS/ MD only) is received, following fines will be levied:

- | | | |
|--------------------------------------|---|--------------------|
| a) Absence of One period | : | Rs. 5/- per period |
| b) Absence of the whole teaching day | : | Rs. 50/- per day |

Use of Unfair Means in MSTs: If a student is caught using unfair means for the first time will be fined ₹ 2000. But, if a student is caught using unfair means for the second time (during his/ her total stay since joining the college), a fine of ₹ 3000 will be charged with a zero credit in that paper. And, if the student is caught using unfair means for the third time (during his/ her total stay since joining the college); he /she will be rusticated straight away and re-admission will not be allowed. Also, a student who is rusticated on grounds of using unfair means during examination, shall not be eligible for admission in the college in any subsequent semesters. Use of unfair means (even once) during Examinations will also automatically render a student ineligible for the award of any prize, concession, scholarship or stipend for that particular semester.

***Unfair Means Case :** A student will be said to have used unfair means if any incriminating material is found in his/her possession or if the student is found using the mobile phone/ smart watches etc. during MSTs.

Mass Bunks: Mass bunks shall be taken as a serious matter of gross misconduct. In any event, when the students in mass do not attend the lecture, then it shall also be counted as lecture delivered by the respective teacher. A fine of Rs 100/- per student per mass bunk will be levied and communication about the same will be sent to the parents through SMS on the same day.

Re-admission: A student can be re-admitted into a class as per rules laid down by the University. However, the student (whose name is struck off from the College rolls on account of absence for four consecutive working days or using unfair means in exams or shortage in attendance) can be re-admitted only two times in an academic session. A Re-admission fine of Rs. 700/- will be charged from the student.

Mobile Phone Fine: If a student is found using a mobile phone in the classroom or library, then fine of Rs. 500/- will be levied.

Gross Misconduct*: Gross misconduct will be viewed as a serious breach of Discipline. Disciplinary Committee appointed by the Management of the College, shall inquire into the matter in detail and shall recommend any punishment ranging from a heavy fine up to expulsion from the College.

*Gross misconduct means any act of violence causing physical injury, humiliating somebody in public, passing offending remarks or misbehaving with any member of staff or student.

Damaging College Property: If any student causes damage to any College property, he/she will have to replace the damaged item or give its replacement cost as a fine.

Library cum Identity Card: Every student will have to get his/her Library cum Identity Card completed from the Librarian within 10 days from the start of classes. Any delay in this completion beyond 10 days shall entail a fine of Rs. 25 per day. If a student has lost his/her Library cum Identity Card, he will have to get duplicate card issued immediately against a fine of Rs. 150.