

RULES AND REGULATIONS

General Code of Conduct

- All the students of Pope's College are expected to behave responsibly at all times, to observe and abide by the Rules and Regulations of the College. They should note that they are responsible to the College for their conduct, both in and outside the College premises.
- On every working day, the College begins at 9.55a.m with morning worship at 9.35a.m in the College Chapel. A common prayer is played at 9.55a.m through College public address system.
- Students can wear colour dress.

Dress Code for girls:

1. Girls should wear only churidhar or long tops with double side shawl.
2. Should not wear jeans, leggings, jeggings or any kind of modern dresses.

Dress Code for boys:

1. Boys should wear formal pants and shirt only.
 2. Should not wear T-shirt, jeans, jeggings or pencil-fit pants.
- Eve teasing and Ragging are offensive activities as enforced by the Government of India. Any form of such unlawful acts will result in immediate dismissal. If a student feels that she is being teased or harassed or bullied, she should discuss the matter with the Head of the concerned Department, giving a written formal complaint.
 - Usage of Cell Phone is not permitted on campus. Any student seen with a cell phone (even if not being used) is liable for immediate disciplinary action.

- Every student must possess his/her Identity Card, which he/she shall always carry with him/her around the collar. Attempting to use forged identity cards or identity cards of previous years is a punishable offence.
- Any student who is seen smoking or chewing tobacco or seen drunk with alcoholic beverages of any kind on the campus will be dismissed.
- Students are expected to attend lecture classes and all laboratory activities regularly and punctually. They are required to fulfill a minimum attendance of 75% every semester. If the attendance is 61-74%, the student will have to pay condonation fees. If the attendance is 60% and below, the student will have to repeat the semester. If the student is absent for the first hour, it will be considered as half day leave.
- Students on leave due to sickness are expected to submit the Medical Certificate in the College Office immediately after returning to the College.
- Women students are not supposed to leave the campus before 3.45p.m or without the written permission of the HOD/Principal.
- Students are required to maintain absolute silence in class and can speak only when permitted by the teacher. Silence has to be observed even if there is no teacher in the classroom. Noncompliance of this regulation will be penalized.
- Students should help in maintaining cleanliness in the classrooms and on campus.
- It is compulsory to attend all the internal tests and end-semester examinations conducted during the semester. Assignments and project works must be completed and submitted within the stipulated period.
- In case of absence due to illness or for any other reason, a student shall inform in writing to the Head of the Department concerned, explaining the cause of absence and shall, if required, produce evidences.

- Students can avail any Freeship or Scholarship instituted by the Government, Management and other bodies as stated by eligibility. Enquiries regarding the same may be made at the College Office. The College Management also grants a number of scholarships and concessions to meritorious and deserving students.
- Paper decorum and absolute silence must be maintained in the library as well as in the classrooms.
- Students may not be seen to enter or exit, except through the main gate of the premises and also may not be seen loitering on the playgrounds or veranda.
- During working hours students should not meet friends in other classes.
- Before or after classes, students may not be a hindrance to the easy flow of pedestrian in the staircase or pathways.
- Students both boys and girls are not permitted to wear gold ornaments.
- Those students who hold a valid Driving License alone will be permitted inside the campus in Motorcycle/Car.
- Outsiders are not allowed on the College premises. Trespassing will be informed to the police.
- No political or communal organization of students may be formed within the College or Hostels.
- The College will keep all the parents/guardians informed of issues concerning their wards' behavior in the campus and their routine in College works such as academic performance in Internals and University Examinations, Attendance and so on, regularly.
- It is the responsibility of the parents/guardians to keep themselves appraised of their child's/ward's progress throughout the year. Further, it is obligatory that they attend the P.T.A meeting during the academic year.
- Under the Evaluation Rules of the Government, the Principal has complete power to inflict the following punishments, on the basis of the recommendation of the College Disciplinary Action Committee;

Fine, Cancellation of Attendance, withholding of Term Certificate, Suspension, and Expulsion from the College.