

Government College of Commerce & Economics, Borda, Margao-Goa

COLLEGE REGULATIONS AND CODE OF CONDUCT

A. General Rules & Regulations

1. All the students are responsible to the college Principal for their general conduct both inside and outside the college.
2. In subordination to any Teacher/staff member and other college authorities and use of indecent language or conduct in the class /campus are sufficient reasons for the suspension or /and dismissal of a student.
3. **Every student is expected to come to the college decently dressed and should be well groomed.** Any deviation from the said practice is not acceptable and will be seriously dealt with.
4. Every student should wear his/her identity card while in campus. If a student is not wearing the college identity card, he/she will be fined rs.50/ per day.
5. Every student is expected to be in the classroom before the lecture comes in. If the student is late due to unavoidable circumstances, then the lecturer may allow him/her to come in. **Habitual late comers will be denied entry to the class and will be recorded as absent. Lack of conveyance, employment. etc will not be treated as a valid reason for habitual late coming.** Similarly, no one shall leave the classroom before the lecturer leaves the room without permission. Students must not loiter in

and around the college premises when classes/lectures/practicals/tutorials/test/exams are in progress.

6. **As student, having less than 75% cumulative attendance in a semester and/or less than 59% attendance in individual paper/course shall not be eligible to appear for that semester examination.**
7. **The college does not encourage students to go for private tuitions.** Hence going for tuitions cannot be a valid reason for coming late to the class.
8. Every student is expected to deal with college property with due care and help in keeping the premises neat and tidy. Any student of the college found destroying or attempting to destroy College or any public property will be fine 10 times the value of the property (calculated on the basis of current market price of the asset).
9. The college will hold in reserve the semester examination results of those students who fail to clear their dues (breakage, damage, loss, etc.) by the end of the Academic Year.
10. Use of mobile phones and other communication devices are not permitted in the class room when the lectures are in progress. Any student violating this condition will be fined Rs 500/-
11. No student is allowed to smoke, consume / take liquor, drugs or intoxicants within the college campus. Even outside the campus a student is expected to have a good moral and social behavior, so as to keep up the name of the College.

12. Unauthorised picnic on College working days are not allowed. Similarly picnic to beaches waterfalls and other dangerous places are banned by the state government. The college will not be responsible for any untoward incidents occurring during such picnics.
13. Ragging in any form inside or outside the College is banned. Students found indulging in ragging will be summarily expelled from college by the Principal, as per directives received from Directorate of Education, Govt. of Goa (No. DE/CC/MISC/265/95496/dated21.4.1995).
14. Absences from the lectures, internal assessment or examination must be justified in writing, immediately. In case of sickness/illness students have to submit a Medical Certificate, from a private or a government hospital, again, to the satisfaction of the College Principal, within three days
15. The students Council of the College will be formed by inviting nominations.
16. No student shall collect any money within or outside the college campus, using the college name in any form as contribution for picnic, trips, educational visits, get together, charity or any other activity without the permission of the principal. Regarding the funds raised after obtaining due sanction of the Principal, the complete and genuine account of the money so collected, spent etc., shall be submitted to the convenor of the student welfare Committee. The same, after approval, shall be displayed on the College notice Board, within a period of 15 days from the date of the events. The college will be constrained to withhold the final Examination results of the concerned students, who fails to

comply with the specified directions issued by the College Authorities in this matter.

17. All extra and cocurricular activities conducted in the name of the college, either within the college premises or outside, will require prior permission of the Convenor of the students Welfare Committee and the Principal.
18. No Society, Association or Union shall be formed in the College by the students and no person shall be invited to address any meeting without obtaining prior permission of the principal.
19. A student has to complete to the satisfaction of the Principal, the course of study prescribed for the term, for the classes to which he/she belongs. Students are warned that if their attendance at lectures, tutorials etc., is unsatisfactory, their names may be excluded from the College rolls with effects from the beginning of the new semester of the Academic Year.
20. Students should make themselves familiar with the syllabi of their course of study as well as with other college regulations and notices displayed from time to time on the college notice board.
21. No visitors/outsideers are allowed in the college campus, unless permitted by the college Authorities. Visitors will not be permitted to meet or speak to the students during lecture or when practical session is going on. However, visitors may be allowed to meet students during emergency with due permission of the principal.

22. Students applying for certificated, testimonials etc., and those requiring the Principals signature should contact the office at least 24 hours in advance.
- 23. Notices once displayed on the notice board and websites are deemed as final official communication to all concerned. Hence, the students should regularly check the notice board.**
24. Any breach of the college Rules and Regulations will be dealt with severely. Genuine problems of the students should be put forth in writing to the Principal. Every effort will be made to solve these problems with due sympathy.
25. If for any reason the continuance of a student is detrimental to the best interest of the college, the Principal can ask such a student to leave the college premises without assigning further reasons. In extreme cases, the student may be rusticated.
26. The Principals decision in all matter of the College shall be final and binding on all the students.