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SACRED HEART COLLEGE, CHALAKUDY

Railway Station Road, Thrissur Dt., Kerala - 680 307, India

(Affiliated to University of Calicut & *Re-accredited with A+ Grade by NAAC, CGPA 3.28*)

E-mail : shcollegeky@gmail.com

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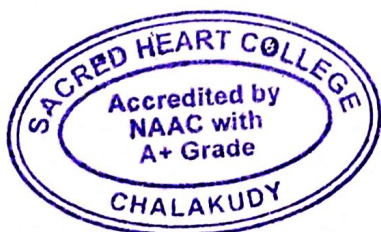
: principalshcollegeky@gmail.com

: principal@sacredheartcollege.ac.in

Date :

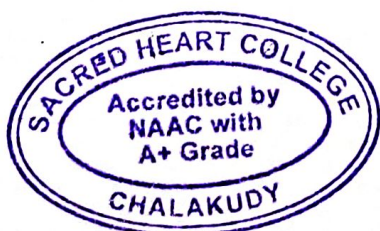
GENERAL DISCIPLINE

1. Every student shall behave and conduct herself in the college and in the hostel in a dignified and courteous manner and should be respectful to the teachers.
2. Consumption of narcotic drugs, tobacco, alcohol etc. are strictly prohibited in the campus and in the hostel and action will be initiated against those who are found to have consumed them.
3. Students are prohibited from indulging in anti-institutional, anti-national, anti-social, communal, immoral or political expressions and activities within the campus and hostel.
4. Learning not to damage property whether public or private is one of the primary requirements for civilized behaviour. Students shall not disfigure, damage or destroy public or college properties. In the event of such damage or destruction the cost of such properties will be recovered from the student or students concerned. Disciplinary action will also be taken against the delinquents.
5. Silence shall be maintained in the college library and in the premises of the office.



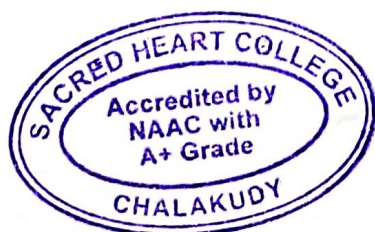

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6. Unauthorized entry of outsiders into the campus as well as to the hostel is strictly prohibited. Without specific permission of the authorities, students shall not bring outsiders to the college or to the hostel.
7. No one shall bring, distribute or circulate any notice, pamphlet, leaflet etc. within the campus or the hostel. The possession, distribution or exhibition of any object which is obscene within the campus or the hostel is also an actionable offence.
8. Nobody shall exhibit any type of banners, flags, boards etc. inside the campus, gates and on the compound walls. Similarly, students are prohibited from disfiguring the walls of the college building. No student shall collect money either by request or by coercion from others within the campus or the hostel except with the specific permission of the Principal.
9. Students are strictly prohibited from organizing, attending or participating in any activity or agitation sponsored by the politically based student organizations.
10. The college being a temple of learning and an exclusive academic zone, nobody shall involve in any form of strike or agitation including slogan shouting, dharna, gherao, burning in effigy or indulge in anything which may harm the peaceful and serene atmosphere of the institution and shall eschew from violence within the campus and the hostel.
11. Any student who is found to exert undue influence on fellow students will be strictly dealt with. No student is allowed to enter classes of other batches when the class is in session.
12. No student will enter or leave the classroom when the session is ongoing without the permission of the teacher.



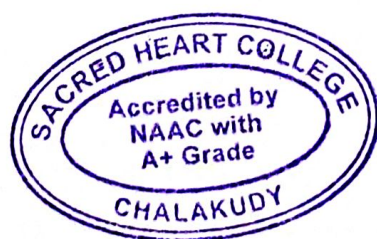

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13. Students availing leave for more than ten working days without submitting proper leave applications will have their names removed from the rolls. They may be readmitted only at the discretion of the Principal.
14. Usage of cell phones within the campus is prohibited. Violation of the ban would entail seizure of the same with fine.
15. There is a Students' Grievance Redressal Cell in the college. In case the students have any grievance or complaint they may approach the Head of the Department first and if not satisfied, the Principal. The Principal will, at her discretion refer the matter to the Students' Grievance Redressal Cell consisting of the Vice- Principal (or an impartial senior teacher), one HoD and one senior teacher (Selection Grade/Reader/Associate Professor) nominated by the Principal.
16. Students who are charged with a criminal offence or are under suspension will not be allowed to enter the college campus without the permission of the Principal.
17. The Principal has the power to declare holiday for the college if she finds the peaceful academic functioning of the college is getting seriously affected.
18. Any case of criminal activity or violation of law and order in the college campus will be reported to the police and the police shall register a case and initiate action against the offenders.
19. The terms and conditions of admission and the code of conduct are included in the college calendar issued to the students and are binding on the students. In the application form, an undertaking shall be given by the student and the parent.



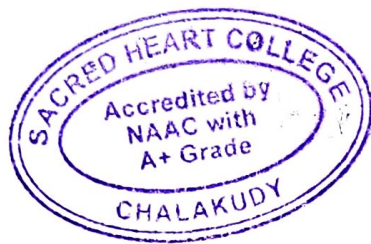

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20. In the matter of internal discipline, the decision of the Principal shall be final.
21. Students should not throw litter in the campus, rather place them only in the waste bins. Students are bound to keep the campus neat and clean.
22. Students are expected to be properly dressed. Women students are expected to show lady-like dignity in their dress and general behaviour.
23. Students are not permitted to drive their vehicles into the prohibited area of the campus.
24. Any student who is persistently insubordinate, who is repeatedly or wilfully mischievous, who is guilty of fraud or malpractice in connection with examinations or who, in the opinion of the Principal, is likely to have an unhealthy influence on her fellow students, shall be removed from the rolls. The removal shall be either temporary or permanent according to the gravity of the offence.
25. The students are expected to rise from their seats when the teacher enters the classroom and are supposed to remain standing till he/she takes his/her seat or till they are instructed to sit down. They are also expected to greet when the teacher enters/leaves the classroom.
26. Nothing is more appreciated in a student than courteous and mannerly behaviour. The students are expected to greet the teachers when they meet them inside and outside the campus. Please note that it is a rude behaviour to enter a room without being asked to and not to say 'Thank you' when something is done for you.
27. Students are expected to spend their free hours in the Library/ Reading Room. They should not loiter along the verandas or crowd at the gate or in the campus road.




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28. In order to ensure a congenial academic atmosphere in the campus, the election process shall be in the parliamentary form of indirect election. The college parliament will be constituted with the representatives elected from each classes and the college parliament will in turn elect the college level and university level office bearers.




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