

## **Conduct & Discipline Rules for Students**

*(As per Chapter 10 of First Ordinance of SRMUH)*

The University is known for maintaining high standard of discipline in the campus and hostels and shall continue this tradition to ensure free and congenial environment for all its students to pursue their studies without any distraction. The University shall provide the healthiest environment for learning, particularly to its female students, without infringing the academic freedom and rights of any of its students. All disciplinary action cases shall be dealt with in a fair and transparent manner.

Every student in the University shall at all times display good behaviour, show diligence in studies, maintain decorum and dignity, take due interest in co-curricular activities, observe a code of conduct both within and outside the campus in a manner befitting to the student of an University of national stature and observe all the rules of discipline of the University.

Each student shall show due respect and courtesy to the teachers, administrators, and other employees in and outside the University and good neighborly behavior towards the fellow students including residents in surrounding areas or around the hostel.

Any violation of the code of conduct or breach of any rule or regulation of the University by a student shall constitute an act of indiscipline and shall make him/her liable for disciplinary action which will be taken by the duly constituted Disciplinary Committee.

*Title of the Rules:* These Rules shall be called "SRM University Students Conduct and Discipline Rules, 2013."

*Date of Commencement:* These Rules shall come into force with immediate effect.

*Applications of Rules:* These Rules shall apply to all the students of the University, whether admitted before the date of enforcement of these Rules or afterwards.

At the time of admission all the students of the University shall be obliged to furnish an undertaking on a prescribed form to the effect that he/she will abide by the “SRM University Students Conduct and Discipline Rules 2013”.

### **1. Acts of Indiscipline and Misconduct**

Any act of misconduct committed by a student inside or outside the campus shall be an act of violation of discipline of the University. Without prejudice to the generality of the foregoing provision, violations of the discipline among other things shall include:

1. Disruption of teaching, student examination, research or administrative work, curricular or extracurricular activity or residential life of the members of the University, including any attempt to prevent any member of the University or its staff from carrying on his or her work; and any act reasonably likely to cause such disruption.
2. Damaging or defacing University property or the property of members of the University or any other property inside or outside the University campus.
3. Engaging in any attempt at wrongful confinement of teachers, officers, employees and students of the University or camping inside or creating nuisance inside the boundaries of houses of teachers, officers and other members of the University.
4. Use of abusive and derogatory slogans or intimidator language or incitement of hatred and violence or any act calculated to further the same.
5. Ragging in any form
  - a. “The word ‘ragging means the action of teasing, playing a practical joke upon someone or holding comic parades and other activities during certain period of a College term to raise money for charity”. Ragging includes Display of noisy, disorderly conduct, teasing excitement by rough or rude treatment or handling, including rowdy indiscipline activities which causes or likely to cause annoyance, undue hardship, physical or psychological harm or raise apprehension or fear in a fresher or asking the students to do any act or perform something which cause him/her shame or embarrassment or danger to his/her life. Forms of ragging to address senior or ‘Sir’ perform mass drills; copy class notes for the seniors; sever various errands; do menial jobs for the seniors; asks/answer vulgar questions; force to look at pornographic pictures to fresher’s out of their innocence; force to drink alcohol, scalding tea, etc. to do acts which can lead to physical injury, mental torture or death; strip kiss or do other obscenities.
  - b. Eve teasing or disrespectful behavior to women or girls students;
6. An assault upon, or intimidation of, or insulting behaviour towards a teacher, officer, employee or student or any other person.

7. Causing or colluding in the unauthorized entry of any person into the campus or in the unauthorized occupation of any portion of University premises, including hostels or halls of residence, by any person.
8. Getting enrolled in more than one course of study simultaneously in violation of the University rules.
9. Committing forgery, tampering with or misuse of the University documents or records, identification cards, etc.
10. Furnishing false certificate or false information to, any office under the control and jurisdiction of the University.
11. Consuming or possessing alcoholic drinks, dangerous drugs, tobacco or other intoxicants in the University premises.
12. Indulging in acts of gambling in the University premises, loitering.
13. Possessing or using any weapons such as knives, Lathis, iron chains, iron rods, sticks, explosives and fire arms in the University premises.
14. Arousing communal, caste or regional feelings or creating disharmony among students.
15. Not disclosing one's identity, or not showing University identity card, when asked to do so by an employee or officer of the University who is authorized to do so.
16. Tearing of pages, defacing, burning and destroying of books of any library or seminar.
17. Unauthorized occupation of hostel rooms or unauthorized acquisition or use or University furniture in one's hostel room or elsewhere.
18. Accommodating guests or other persons in hostels without permission of the Provost or Warden.
19. Improper rendering of accounts for money drawn from or through any office under the control and jurisdiction of the University.
20. Coercing the Medical Staff to render Medical Assistance to persons not entitled to the same or any other disorderly behavior.
21. Any act of moral turpitude.
22. Any offence under law.
23. Committing any of the offences specified in the examination (Control of Unfair Means and Disorderly Conduct) Regulations of the University.
24. Violation of the Traffic Rules as notified by the Proctor.
25. Improper behavior while on tour or excursion.
26. Pasting of posters or distributing pamphlets, handbills etc. of an objectionable nature or writing on walls and disfiguring buildings.
27. Disobeying and defying the teachers and displaying misdemeanor within and outside the University premises, and/or not wearing prescribed uniform/aprons/laboratory coats/safety glasses etc.

28. Indulging in vandalism/violence and damaging University and / or Public property or property of any other person.
29. Demonstrations, inciting protests, distributing hand bills etc.
30. Unauthorized use of mobile/satellite phone within the Campus.
31. Any type of harassment whether physical, verbal, mental, sexual or electronic quarrelling, fighting and passing derogatory remarks in the University premises against fellow students / teachers / employees / canteen and mess workers etc; and
32. Any other act which may be considered by the Vice-Chancellor or the Discipline Committee to be an act of violation of discipline.

## **2. Procedure for Punishment:**

When a student is found indulging in any breach of discipline, misconduct, unruly behavior, provocation, instigation, harassment, idleness, any faculty or staff or student can report the matter in writing to Disciplinary Committee of the University for Appropriate Action. **The various steps for disciplinary action shall be asunder:**

### ***a. Complaint Received:***

All disciplinary cases requiring redressal need to be initiated or reported by any complainant (Faculty/Staff/Students) to the Chairman Disciplinary Committee (CDC) in writing. Depending on the gravity of the offence, if the CDC is convinced that prime facie evidence exists against the defaulter, the CDC can suspend the student pending investigation.

### ***b. Investigation:***

Should the case not merit further action, a Warning will be issued to the defaulter and the written apology shall be filed in the student record held with Controller of Records (COR). CDC may close a case with a written apology by the defaulter and his/her parents. If any investigation is required, CDC may ask one or more members of the Disciplinary Committee for any further inquiry into the matter. CDC will issue a Show Cause Notice, based on the facts of the case within 24 hours of the complaint/inquiry.

### ***c. Show Cause Notice:***

The Show Cause Notice will be issued to the defaulter, giving brief details of the incident. The reply by the defaulter will be submitted to the CDC by hand within 24 hours. If CDC is not satisfied with the reply, he will issue a letter to the defaulter, to appear before the Disciplinary Committee, (if necessary, along with his/her parents) on a specified date/time. A copy of this letter will be sent to all the members of Disciplinary Committee for their attending the meeting.

***d. Imposition of Penalties:***

Any penalty enumerated in next point may be imposed by the Vice-Chancellor upon the recommendation of the Academic Council/Executive Council/Disciplinary Committee constituted under Ordinance.

***e. Nature of Penalties:***

The following penalties may, for act of indiscipline or misconduct or for sufficient reasons, be imposed on a student, namely:

- a. Written warning and information to the guardian, recording in dossier of student.
- b. Fine of Rs. 500/- which may extend upto Rs. 5,000/-
- c. Suspension from the Class/Department/College for 3/5/7/10 days or more, with effect on attendance; suspension from Hostel/Mess/Library and/or withdrawal of any academic or other University activity, privilege, benefit, right or facility.
- d. Suspension or cancellation of Scholarships, fellowship or any financial assistance from any source or recommendation to that effect to the sanctioning agency.
- e. Recovery of pecuniary loss caused to University Property.
- f. Debarring from participation in Sports/NCC/NSS and other such activities.
- g. Disqualifying from holding any representative position in the Class/College/Hostel /Mess/Sports/Clubs and in similar other bodies.
- h. Hostel shift and Hall shift.
- i. Sent down, Deduction from General Proficiency Marks; debar from all or certain number of Campus Placements.
- j. Expulsion from the Department/Faculty/Hostel/Mess/Library/ Club for a specified period.
- k. Debarring from an examination; rustication for one semester.
- l. Issue of Migration Certificate and reflect the act of indiscipline in the Character Certificate.
- m. Expulsion from the University for a specified period or permanently.
- n. Disqualifying from further studies, or prohibition of further admission or re-admission.

***f. Suspension Pending Enquiry:***

Any student against whom a charge of misconduct has been made may be suspended from the rolls of the University by the Vice-Chancellor, pending enquiry or pending trial of a cognizable offence by a court of law.

*g. Police Cases:*

In cases where an offence involves action by Police, the matter will be referred to the Registrar who will ensure that a Police case is filed and a copy of FIR filed. Such cases will be fully dealt by Police and the individual will remain suspended till completion of investigation of the case but without benefit of attendance. Police cases will include ragging of any kind.

*h. Appeals*

Appeals, if any shall lie with the Vice-Chancellor whose decision in the matter shall be final. Only those cases will merit review by the Vice-Chancellor where any new information or evidence is produced by the defaulter, other than what has already been considered by the Disciplinary Committee.