

MANJARA CHARITABLE TRUST
RAJIV GANDHI INSTITUTE OF TECHNOLOGY, MUMBAI

STUDENT CODE OF CONDUCT

Purpose: The purpose of drafting this student code of conduct is to aim at nurturing academic discipline and moral, ethical and responsible behavior in the students of our institute.

Scope: All existing and the new students of the institute.

Revision: The institute has the sole rights to revise, alter, modify and expand and reissue student code of conduct whatsoever in nature and all the students shall abide by the student code of conduct brought in effect time to time.

Issuing authority: Dr. U.V. BHOSLE, Principal

- The Student must abide by all the rules and regulations brought in effect as and when deemed necessary by the institute and other governing bodies like A.I.C.T.E., D.T.E. and the university of Mumbai.
- The students must be punctual, attentive and active participant in all teaching learning activities.
- The student must maintain 75% attendance in the semester failing which student will not be permitted to appear for the examination and the term shall not be granted to him/her.
- No student shall remain absent from the institute without the prior permission and approval of leave by the principal. In the event of medical leave, it is the duty of the students' parents or the guardian to inform in writing to the institute the cause of the hospitalization of their daughter/son/ward by providing a medical certificate issued by the competent authority. The student must provide a certificate of fitness on resuming the institute. If any student applies for several medical leaves except the health emergencies, the institute reserves the right to not grant such leaves as to curb the problem of continual absence from classes under the pretext of medical leave.
- Every student must contribute in fostering the healthy learning environment, mutual respect among each other and a sense of responsibility towards all the stake holders of the institute.
- The student shall not use the cell phones and other digital devices during the classroom session. If any student is found using such devices for playing games, circulating SMSes, etc the institute has the right to take disciplinary action against such student/s.
- Every student of the institute must not publish, post, write, scribble or display any content on the classroom walls, desks and the campus premises. The notifications, announcement of competition and other publicity posters shall not be displayed anywhere in the institute except the formal written permission and approval from the principal. Any student must not post or upload or circulate the institute related offensive comment /picture/video, etc on the social networking sites or the internet.
- The students must submit assignments, complete laboratory work and other duties on time.
- The students must carry valid Identity card duly signed by self and the issuing authority and show as and when asked for whatsoever reason by any officer /teacher of the institute.
- The Student must inform the institute about change in address for communication, telephone number/s for formal communication.
- The student must, in all cases/events& grievances, must approach the Principal and the grievances redressal committee before he/she approaches any Govt. Body or NGO.
- The institute has been recognized as the 'Ragging Free Campus'. No Fresher or existing student will directly and indirectly indulge in the attempts of Ragging and should not assist the raggers in any way. Strict disciplinary action would be taken against the raggers after verification of the case by the anti-ragging committee.



Dr. Udhav Bhosle
Principal