



**Dr. Rafiq Zakaria Campus-I**  
**Maulana Azad College of Arts, Science & Commerce**  
**Aurangabad (MAY 2019)**



**Re-accredited by NAAC "A" Grade**

**College with Potential for Excellence by UGC**

**Website: <http://maca.ac.in> ; <https://azadcollege.in>**

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# **CODE OF CONDUCT FOR STUDENTS**

**Dr.Rafiq Zakaria Campus-I,  
Maulana Azad College of Arts, Commerce and Science  
Aurangabad  
Internal Quality Assurance Cell  
General Rules and Regulations for Students**

### **Students shall behave with dignity and courtesy inside and outside the college**

1. Students shall wear designated uniforms to college .
2. Students should wear identity cards inside the campus and also when attending sessions outside the campus. I-Cards are to be worn around the neck , any violation of these orders will lead to disciplinary action.
3. Use of mobile phones during the classes or in the respective departments is strictly prohibited. If anybody is found using a mobile, a reprimand will be given after which a fine of Rs 500/- will be imposed on the student.
4. Hostel students are not allowed to leave the hostel premises after 9.00 pm. If a student wants to leave the hostel after 9.00 p.m for some valid reasons, he has to seek prior permission of the hostel warden.
5. Students shall not entertain visitors without prior permission in the campus .Students are expected to read notice/circular displayed and students will not be allowed to use it as an excuse for failing to comply with the directions contained in it.
6. Spitting, littering , smoking inside College campus will not be allowed. Students found consuming alcohol or in possession of drugs, narcotics, ghutkas, and smoking cigarettes, will be liable for strict disciplinary action.
7. The use of firecrackers , whistles or horns, spraying of coloured water ,coloured powder is strictly prohibited in the campus. They should not disturb others under the pretext of celebrating /inducting/pledging or for any other reason like rivalry etc.
8. Scribbling on the desks or the black board or on the walls of the college and hostel is strictly prohibited.
9. Students are forbidden from entering the campus during unspecified hours.
10. Students are advised not to harm the reputation of the college or individual (fellow students and college staff) in print as well as electronic media.
11. The students should have high regards for the college property. Destroying , defacing or damaging the college property is punishable. The cost of the damages incurred will be recovered from the students found to be have done it.
12. It is unlawful for a student to mutilate any tree, shrub, or herbaceous plant or remove any identification sign or tag attached to it.

13. Students are not allowed to convene any kind of unlawful meetings in the campus or initiate the collection of funds for charitable organizations without the prior permission of the Principal. No such notices should be displayed on boards. No information or report should be sent to press or broad casting agencies and placement companies without the prior permission of the Principal.
14. All vehicles should be parked in their allotted places. Fines will be levied on students parking vehicles elsewhere.
15. While attending college functions , the students are required to follow decorum and silence. Improper behavior while on tour or excursion will be dealt with seriously.
16. The Internal Complaint Committee will seriously take up the complaints with regards to sexual harassment of girl students who have to report the matter immediately through a written application to the committee members.
17. Eve-teasing or disrespectful behavior or any misbehavior with a girl student, woman staff member/visitor will be seriously dealt with.
18. Ragging in any form is strictly prohibited in the college campus.
19. Committing forgery, tampering with the Identity Card or University records, impersonation, misusing college property (movable or immovable), documents and records, tearing of pages, defacing, burning or in any way destroying the books, journals, magazines and any material of the library or unauthorized photocopying or possession of library books, journals, magazines or any other material is strictly prohibited.
20. Furnishing false certificates or false information in any manner to the College will entitle the Principal to rusticate him /her from the college.
21. Arousing communal, caste or regional feeling or creating disharmony among students is strictly prohibited.
22. Using insulting or threatening language when talking with fellow students will make him /her liable for disciplinary action.
23. Use of abusive, defamatory or derogatory language against any staff member of the college will also make him/her liable for punishments.
24. Not disclosing one's identity when asked to do so by a faculty member or employee of the college authorized to do so calls for disciplinary action.

25. There should be no violation of security and safety rules notified by the college and the students shall also not commit any other offence under the law of land.

**Acknowledgements :** The IQAC wishes to acknowledge the “Code of conduct for teachers and students “ laid down by the “Dr.Babasaheb Ambedkar Marathwada University”, based on which several points have been taken or added in the College code of conduct for teachers and students”