

General rules

Discipline is the foundation on which the institution functions. As students of the prestigious College, it is incumbent on all to develop self-discipline of the highest degree. It should, therefore be the endeavor of every medical student to observe all the rules and regulations as a matter of habit rather than because of fear of the consequences. Students will at all times, conduct themselves with proper decorum and cultivate correct manners and etiquette.

Mode of Address

While addressing officers, medical students will use the word "Sir/Madam" and in a manner which will show proper respect.

Attendance

Attendance at all organized academic activities is compulsory except for valid reasons like hospitalization/ sick at home/duly sanctioned leave. Leave application should be submitted before proceeding on leave. All students will ensure that they are punctual at their places of duty. 100% attendance is recommended for all students. For appearing University Examination a student must have at least a minimum of 80% attendance.

CONDITIONS TO BE SATISFIED FOR APPEARING UNIVERSITY EXAMINATIONS

Every student must put in the required attendance in lectures, practical classes and hospital wards. It should be certified by Professor and Head of Department that the progress of each student is satisfactory and conduct is good.

Each student must have paid all demands against him.

Rules for the examinations

Class Examinations, written, practical and viva will be conducted regularly to assess the student's progress. Since the marks obtained in these examinations will be taken into consideration in determining the results of the university examinations, the rule for the conduct of these examinations will be the same as for the University Examinations.

Candidates should take their place in the examination hall at least 30 minutes before the time scheduled.

Before entering the examination hall, all books, notes, mobile phones and papers should be left outside. Candidates must provide themselves with pens, pencils and drawing materials. Answer books or paper will be supplied.

Candidates are required to maintain strict silence in the examination hall.

No candidate shall ordinarily be allowed to leave the examination room half an hour before the completion of examination.

Candidates are prohibited from communicating with or copying from each other and from communicating with any person outside the examination hall.

Any candidate detected violating these rules will be sent out of the room forthwith and the matter reported to the Principal. In the case of malpractice in the class examination by any student, he/she

would be immediately sent out of the examination hall and dealt with as per University Examination Rules. Candidates should not leave their seats without the permission of the superintendent before the conclusion of the examination.

Every candidate should write his or her register number legibly on the outer cover of his/her answer book. Students are expected to write only answers of questions on the answer book. They are prohibited from writing any other matter failing which the paper will be considered as invalid.

NB:80% attendance for both theory, and practical classes and at least minimum of internal assessment marks are mandatory for appearing university examination.

Correspondence

Students are forbidden to address directly the higher authorities or Government. Direct communications intended for any higher authority must be submitted through the principal who will forward them if he/she considers it desirable. Students desirous of addressing the principal by letter must do so separately.

Classroom:

1. Attendance will be taken before each lecture and practical classes.
2. Students are expected to keep discipline in class room. Students are permitted to remain in the lecture rooms only during the hours of instruction.

Books and Apparatus:

Students should have their own prescribed text books, instruments etc.

Every student to whom books or other property like glasswares of Government are issued shall be held responsible for their preservation in good condition and in the event of their being lost or damaged shall be required to replace them or pay their cost.

Dress

White Apron/overcoat with Name Plate (identity card issued by the institution) will be worn by all students over dress compulsorily while in College Complex. White over Coats will only be worn during practical, dissections or ward work. At other times they will be neatly folded and carried.

Dress Code for students :-

Boys

Shirt & Trouser (Pants) with Shoes.(Sports shoes are not permitted)

Girls

Salwar kameez or Saree and blouse. (Jeans, T-Shirts, Skirts, Sleeveless dress, Sports shoes are not permitted)

Hair-Cut / Maintenance and Shaving Discipline

Medical students, both boys and girls, will ensure proper hair discipline.

Prohibition of Ragging

Any form of ragging is strictly prohibited in this institution which includes abusing, harassing, ill-treating, manhandling, bullying or awarding undignified or unauthorized punishment to a student by any other student. Strict disciplinary action will be taken against any student indulging in ragging and he/she may be expelled from college.

Theft

Students are responsible for the safe custody of their personal belongings.

Gambling

All forms of gambling are forbidden.

Drugs

Possession or consumption of any harmful and intoxicating drugs by students in any form is prohibited. All performance-enhancing drugs are also prohibited. Indulging in use of any such substances will result in disciplinary action which may include suspension.

Damage

Students will not deface, mutilate or damage any building or property belonging to the College or individual or cut/up- root any plants or trees especially in the college or hostel premises.

Students will not cut or otherwise deface desks, tables, seats or any other furniture within the institution.

Liquor and Cigarettes

The college and hospital campuses are **NO SMOKING ZONES**. Students are forbidden to consume alcoholic beverages and smoke within the institution premises.

Wearing of Sun Glasses

Medical students are not permitted to wear sunglasses during classes, practicals, clinics and outdoor training or any other organized activity unless specifically advised to do so on medical grounds.

Channel of Communication

A Student wishing to seek an interview with the Dean or desiring to refer a matter to higher authorities will do so through proper channel

Students should address all hostel related matters to the Asst. Warden first and then to the Principal.

For any personal problems of distressing and confidential nature the students may directly approach Tutor Guardians

Hostels

Students should keep their hostel rooms tidy and clean. They should not deface or damage hostel buildings.

Visitors/Guests

Students may receive visitors only during the timings given below. No single lady other than mother and sister will be allowed to meet a Student.

(a) Working day timings – 4.30 pm to 7.30pm

(b) Sunday and Holiday – 10am to 7.30 pm

Students are allowed to take their guests only to the Visitors Room in the hostel.

Out of Bounds

The following places will be "Out of Bounds: for medical students :-

Girls Hostels for male medical students and male visitors.

Wireless Sets/Music System

Students are permitted to keep/use music system with output not more than 50W in their hostel rooms.

(b) Guests are prohibited from attending college Socials unless otherwise permitted.

Employment/Business

Medical students are not permitted to take up any type of full time/part time employment or indulge in any kind of business during the course.

Elections

College union elections will be conducted as per Lingdho committee recommendations. Decision of the Principal and Returning officer will be final. Any activity to convene or win votes other than permitted will be punishable. Students are not permitted to be involved in violent activities in connection with the election.

Union Activities

All the functions and programmes conducted by the students will be under the leadership of elected union. No meetings, functions or co curricular activities will be permitted in the campus without the concurrence of College Union and staff advisor. Guests or Dignitaries invited to the campus for any functions will be decided by the Principal and College Committee of Management.

Student Health

Students falling sick and requiring medical attendance may seek the help of the Principal or any medical member of the teaching staff who will arrange for proper medical attention and treatment. At the time of admission there will be a medical check up and an individual card will be given which can be used for future reference.