

COLLEGE OF ENGINEERING ARANMULA
(Under the Co-operative Academy of Professional education, Est. by Govt of Kerala)

Code of Students conduct

- All students must be in possession of their Institute Identity Cards, throughout their educational career at CE Aranmula. They are required to show their ID cards to the staff (both teaching & non-teaching) when ever demanded. Any loss should be promptly reported to the Principal through respective HoDs/Tutors. The cards must not be mutilated, defaced or rendered ineffective for identification. The card must be returned at the termination of course / withdrawal from the institute.
- The students must wear the prescribed Uniform along with collar ID cards within the Campus especially, during the working days/hours. Defaulters will not be permitted to be within the campus or a fine of Rs.100/- each will be levied from them for not wearing the ID card and Uniform.
- Ragging is a criminal offence. Ragging in any form is strictly prohibited and any student found guilty of this, is liable to be expelled from the institute. In addition, the concerned students will be handed over to Police as per the Supreme Court Order and debarred from admission to any other institution as per the rules and regulations of CUSAT.
- Misconduct with teaching and other supporting staff of the institute and indulging in actions against the interest of the institute are punishable.
- Students are required to maintain strict discipline in the college campus and hostel premises.
- The following are banned in the campus and will be severely dealt with

All types of Intoxicants (Drugs, alcohol, marijuana etc.), Smoking, Cheating, Stealing, Provocation, Threats, Pressure Tactics, Fights and use of abusive / vulgar languages.
- Students are required to wear prescribed Uniform during all working days/hours and required to be groomed in the Academic areas, Library, Administrative Office and other public places of the institute.

ALLOWED: (during Special occasions with prior permission from the Principal)

- Clean, neat, presentable and decent clothing other than Uniform.
- All Students: Trousers (pants), shirts.
- Girls : Salwar Kameez/ Churidar.

NOT ALLOWED (Common):

- Sleeveless shirts / T-shirts / Tops
- Tight fitting dresses, dirty jeans, torn trousers (pants)
- Half pants / shorts, Three-fourth pants, Fancy Trousers, Dhoties.
- The Trousers and pants with slit, cuts, frayed hems.
- Halter-tops, Revealing deep 'V' neck tops, Micro / miniskirts, Transparent dresses
- Clothing depicting illegal drugs, alcohol, profane & obscene language, racial, sexual & vulgar suggestions. Decorative tattoos on the body, if any, must be covered.
- Ponytails, head bands, fancy ear rings, piercing the body by jewels / ornaments (for Boys)
- Wearing Hat / Cap and sunglasses inside the class room / labs / library/inside the campus.
- Chappals / slippers.
- Wearing any kind of footwear inside the Library/Computer Centre/ Computer Lab/ Language Lab.

In case of violation of the dress code, the student concerned will be asked to leave the academic session / area with fine of Rs.150/-. With repeated violation of dress code, the student concerned will invite disciplinary actions including suspension from the college.

- Yearly Tuition fee and other fee applicable to each academic year should be paid regularly. Students having outstanding dues are not allowed to appear for the University Examinations.
- **Minimum 75% attendance and Good Conduct report from the Principal are required for promotion to the succeeding semesters.**
- The Campus of College of Engineering Aranmula and its premises have been declared as "No Smoking Zone". Students found indulging in smoking in the Campus and its premises may be removed from the College. No refund of fee/caution deposit will be given.

- Mobile phones, ipods and similar electronic gadgets are strictly banned in the academic areas like class room, laboratory, library, workshop, Administrative Office, examination halls and other academic area corridors during the working hours.

The defaulters will be punished as per the following Mobile Phone Regulations of the institute;

- i. The mobile set will be confiscated and the student will be suspended for a period of two days with intimation to the parents. A fine of Rs.300/- will be levied from the offenders/ defaulters. The confiscated mobile set will be handed over to the respective HODs/ Tutors. It will be returned only at the end of the year (including the sim card).
- ii. Possession of mobiles / ipods / programmable calculators / other similar electronic gadgets in the examination halls is strictly banned. The defaulters during the examination / sessional test time will be punished as per the prevailing examination Malpractice Norms (including cancellation of entire examination).

Students will have to attend all classes in time. They have to abide by the Student Attendance Regulations of the Institute/University scrupulously.

Students will have to express themselves without the use of profane language or offensive body language.

Students may participate in positive group activities but will not be allowed in any swarming, bullying, intimidating or harassing of staff or students.

- Students will have to respect and follow directions from all staff of the Institution.
- Eating, chewing and drinking other than plain water during the class hours is strictly forbidden.
- Interfering or tampering any of the office records / property of college / university is a serious offence and will result in suspension / expulsion and also levy a fine fixed by the college authorities from the culprits.
- Weapons of any kind or replicas of weapons are not permitted within the premises/Campus at any time. Criminal charges will be filed in every instance, as well as suspension or expulsion.

- Involvement in any criminal offence under Indian Legal System will result in suspension or expulsion from the college.
- Engaging in trade / trade activities within the premises /campus is prohibited.
- Harassment / Threatening / Intimidation will not be tolerated. Harassment, whether written, verbal, sexual (including homosexuality and pornography), physical, emotional or racial, is a serious offence and will be treated as such.
- No student staying in the College Hostels/Private Hostels controlled by College PTA is permitted to possess / drive any form of mechanized transport in the campus/hostel.
- No student vehicle is allowed to enter into the college campus/academic area other than parking area provided to the students.
- Any kind of Obscene / aroused activity / gestures and display of affection in public places / academic area / canteen etc. within the campus, is strictly prohibited. Defying students will be punished severely and could lead to parental contact and suspension or expulsion.
- All cases of misconduct / violation of Institute Regulations / misbehavior by the students will be entered in the Red Book / Registration Documents maintained by each department / Academic Section. This will be referred to, while giving recommendation letters / conduct certificates to the students and may be made available during the Campus Recruitments. Concerned parents will also be informed about such entries.
- Any form of "Cyber Crime (Illegal activity committed on the Internet)" by the students is strictly prohibited. The defaulters will be punished as per the institute rules and the matter will be reported to the Police, if required.
- Birthday parties / similar events leading to physical injury / trauma of the students are banned in the hostels / campus.

**PRINCIPAL
CE ARANMULA**