



AKS University
SATNA

Code of conduct for students



■ Malpractices/Use of Unfair Means-During Examinations

1. Examination Hall Protocol: Textbooks, notes, and mobile phones are strictly prohibited inside the examination hall.
2. Surveillance and Consequences: The examination halls are monitored by CCTV. Engaging in any form of cheating may result in penalties ranging from monetary fines to expulsion.
3. Unauthorized Materials: Possession of unauthorized materials during an exam, such as papers, books, or notes, or having notes on one's clothing or furniture, can lead to disqualification from current and future University exams. Actual evidence of copying will incur more severe consequences.
4. Communication Restrictions: Communication with other candidates or individuals in or near the examination hall without permission, even after a warning, will result in the confiscation of the candidate's answer booklet for that exam.
5. Academic Integrity: Displaying one's answers to another candidate, or seeking or attempting to seek external assistance, including the use of electronic devices, will result in disqualification from University examinations as determined by the authorities.
6. Destruction of Evidence: Attempting to consume, abscond with, or destroy any examination-related material will be met with expulsion or expulsion from the institution.
7. Tampering with Examination Materials: Any individual found to be tampering with or smuggling examination materials, with or without the involvement of institutional staff or outsiders, will face punitive measures as decided by the Vice-Chancellor.
8. Removal of Examination Materials: Removing or intentionally damaging one's answer booklet or any part thereof from the examination hall will lead to disqualification for an unspecified duration.
9. Behavioral Expectations: Serious misconduct within the examination hall or disrespectful behavior towards supervisory staff at any time during the examination period may result in immediate expulsion.
10. Impersonation: Cases of impersonation will be referred to law enforcement authorities.

These rules are designed to maintain the integrity and fairness of the examination process. It's important for all students to adhere to these guidelines to ensure a smooth and transparent examination experience.

■ Miscellaneous

AKS University is committed to maintaining a healthy, substance-free environment. The following regulations are in place to uphold this commitment:

■ Substance-Free Campus:

The use of tobacco products, including smoking and chewing, as well as the consumption of alcohol or any related psychotropic or narcotic substances, is strictly prohibited on the premises of the institution, hostels, and hospital.

■ Weapon-Free Zone:

Possession of weapons is not permitted within the college, hostel, or hospital areas.

■ Academic Focus:

Games, whether indoor or outdoor, are not to be played during instructional hours.

■ Technology Use:

Mobile phones must not be used during lectures or laboratory sessions.

■ Health Reporting:

Any illness must be reported to the University authorities immediately. In the event of any disciplinary issues or violations of the above rules, the University reserves the right to impose sanctions, which may include a mandatory written apology, financial penalties, temporary suspension, eviction from the hostel, rustication for a specified or indefinite period, and, if necessary, involvement of law enforcement or legal proceedings. Defamatory remarks, whether verbal, written, electronic, or through media, including indirect endorsements such as 'Likes' on social media against the University or its personnel, will result in legal consequences. Parents and guardians play a crucial role in reinforcing these standards by encouraging their wards to abstain from any activities that are antisocial or inappropriate. They are also expected to engage with University authorities when needed. It is essential for parents to keep the contact details of the University authorities readily available and to respond promptly to any communication. Additionally, for students residing away from home, parents should appoint and inform the University of a Local Guardian.



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www.aksuniversity.com

■ Code of conduct for students

All students and parents are strongly advised to thoroughly review and adhere to the following rules, applicable to students across all campuses, faculties, and institutions under AKS University. Any breach of these rules constitutes a serious violation of discipline, subject to immediate investigation by senior staff members. If deemed necessary, such violations will be escalated to the Disciplinary Committee or a specially convened committee for further inquiry and investigation. The recommendations of these committees will prompt necessary action. Certain matters may also be referred to the Academic Council for additional guidance. It is important to note that while this document outlines many regulations, it may not cover all possible situations. Specific circumstances not addressed herein will be handled according to directives from competent authorities. Disciplinary committees, operating under the purview of the respective Deans, will diligently oversee the maintenance of discipline and adherence to the code of conduct within their respective faculties. A vigilant team comprising Proctors, Teachers and Caretakers will provide support to these disciplinary authorities. Furthermore, instances of serious or persistent indiscipline will be regularly escalated to the Vice Chancellor for necessary and appropriate action. Decisions made by the authorities in matters related to indiscipline or malpractice will be deemed final and not subject to challenge. The outlined range of punishments serves as a mere indication, with fines ranging from Rs. 1000.00 to one full year's fees. Additional penalties will be determined based on the severity of the offense and will be decided on a case-by-case basis, potentially including expulsion or rustication for varying periods. Typically, precedents or parallels will not influence these decisions.

■ General Rules Identification and Representation:

Students are required to wear their identification badges at all times on University grounds, during field postings, and when participating in events representing the institution.

■ Conduct and Decorum:

- Singing, whistling, or hooting
 - Creating excessive noise
 - Using offensive language
 - Engaging in physical altercations
 - Participating in any inappropriate, indecent, or offensive conduct
- Violations, including public displays of affection, will result in severe disciplinary action.

■ Movement and Time Management:

- Students must not loiter or wander aimlessly on University premises. It is imperative to adhere to class schedules and maintain the highest level of discipline.
- Students are expected to arrive promptly for all University activities and engagements as scheduled.
- Notification of Chronic Absenteeism should a student frequently miss classes, the University will inform their parents or guardians. It is then required that the parents or guardians reach out to the University officials within seven days to discuss the matter.

■ University Property Damage Policy:

Students are accountable for the care of University property. Any damage resulting from negligence or intentional misconduct will incur a substantial fine, along with the reimbursement of repair or replacement costs. This applies to all University property, including but not limited to:

- Walls and fixtures
- Models and specimens
- Equipment
- Biometric devices
- CCTV cameras

Tampering, defacing, mutilating, or damaging University property in any manner is strictly prohibited. Violations may result in disciplinary actions that extend beyond financial penalties.

■ Notice Distributing Policy:

Official notices and messages for students will be promptly displayed on the notice boards authorised by the University, as well as the NS2 section of the University APP.

■ Use of Mobile Phone:

Utilizing electronic devices, such as mobile phones, within the examination hall is considered as a cyber crime and subject to legal penalties. This policy also enforced for during the campus recruitment process for the student.

■ Campus Cleanliness:

Every student is responsible for upholding the utmost standards of cleanliness within the institution's premises including the toilets. Activities such as defacing walls or damaging appliances are strictly forbidden. Wherever deemed necessary, an appropriate dress-code may be enforced.

■ Ragging, Cybercrime and Gender Harassment:

AKS University maintains a strict no-ragging policy. Should there be any verified incidents of ragging involving students of AKS University, the perpetrator is subject to immediate expulsion.

All cases of Gender Harassment at the University will be addressed in accordance with the prevailing legal statutes. Additionally, any cyber-crimes occurring on University grounds will be promptly reported to law enforcement authorities.

■ ATTENDANCE POLICY

- Students requesting a leave of absence must submit a written application detailing the reasons for their absence. Any medical certificates or related documents should be issued by the Registered Medical Practitioner and validated by a head of the department from the relevant department.
- Persistent absences from lectures, seminars, demonstrations, may result in penalties for the student.

lines from regulatory bodies differ, those

will take precedence.

- To qualify for professional examinations, students must achieve a minimum attendance of 75% in lectures, practical, workshops, fieldwork, and assigned tasks.
- The allowed 25% absence is designed to accommodate absences due to illness, family emergencies, or other unexpected circumstances. In such cases, a written request should be submitted to the Dean by the student or their guardians.
- In the event of extended absences due to health issues, a designated medical board will be consulted.
- Attendance for each subject, including both theory and practical, must not drop below 75%. Collective absenteeism, defined as 75% or more students missing a class, will incur a standard fine of ₹500 per student per class, charged directly to the parents. Students who attend will not be fined. Deans have the authority to enforce stricter rules regarding mass absenteeism.
- Where specific rules or guide

■ Politics

All forms of political activities are strictly forbidden within the premises of the institution and its hostels. Students and their parents will be required to sign a declaration acknowledging this policy. Students are not permitted to engage with the media in press conferences or briefings, nor are they allowed to publish writings on politically sensitive subjects, or issues pertaining to the management of the college, government bodies, or other educational institutions. Students wishing to present any concerns or topics have the privilege of directly contacting the relevant Dean during designated office hours. Additionally, students may communicate their concerns via email to the appropriate officials. Should students wish to submit any representations to state or central authorities, they must do so with prior notification to the University's Registrar.