



Office of the Principal
NARANGI ANCHALIK MAHAVIDYALAYA
Narengi, Guwahati – 171

CODE OF CONDUCT

FOR STUDENTS

Students are expected to abide by a code of conduct that is mentioned in the college website. Failure to adhere to any of the guidelines would result in the concerned student being subject to disciplinary action from the authorities.

- Students must wear their college uniform and bring their identity card every day.
- 75% attendance is mandatory for all students to appear in the examination.
- In order to get their books issued from and returned to college library , students must produce their library cards. Students aren't allowed to use another person's library cards.
- Students should refrain from making derogatory comments about any religion, caste, creed, etc., and create a positive atmosphere that supports their academic endeavours.
- No outsiders are allowed to enter the college premises without prior permission from staff, educators, or authority.
- Being an eco-friendly campus, plastic and other thrash should not be thrown inside the college campus. The college campus must be kept clean, and waste must be disposed of in garbage cans.
- In order to conserve energy, lights and fans must be turned off before students leave the classroom.
- Students should not gather or loiter in the corridors needlessly.
- It is the duty of every student to regularly check the notice board in order to stay informed. In any event, being unaware of the notices cannot be used as an excuse.
- Students who miss class frequently and for extended periods of time due to illness must submit the prescription and a registered physician's certificate.
- Students are required to arrive at class on time, and they must ask the teacher for permission before leaving or entering during lecture periods.
- Any kinds of ragging are strictly prohibited both inside and outside college premises. Anyone found guilty in this case would face serious punishments, including rustication (UGC Regulation 2009).

- Students should act politely and modestly towards their teachers, non-teaching staff, and fellow students. Any rudeness or arrogance directed at another person would be viewed as unacceptable and subject to punishment.
- Students are expected to maintain college property.
- It is explicitly prohibited to consume tobacco products of any kind , including cigarettes, Gutkha, and Khaini. Anyone caught engaging in such behaviour would face penalties.
- It is completely prohibited to use a cell phone, tablet, or other comparable electronic device in the library, exam room, classroom, labs, or hallways. If this regulation is broken, it could be followed by punitive action.

FOR TEACHERS

It is expected of the faculty to uphold a positive work environment by being responsible and professional.

- They should be diligent and on time in completing all tasks, and they should follow the laws and regulations of the college .
- Maintain punctuality by reporting to college on time.
- Encourage the holistic growth and welfare of the students by treating them with compassion.
- Show professionalism in carrying out their duties; respect colleagues and other staff members.
- Abide by the leave policies of the college .
- To refrain from harassing any college employees.

FOR NON-TEACHING STAFF

The non-teaching staff is expected to support and assist the college's academic and administrative departments. They are expected to

- Be on time by reporting to college.
- Comply with attendance and discipline policies and notify the principal in advance if they will be arriving late or departing early.
- Show due diligence in carrying out their duties.
- Avoid harassing other staff members or co-workers.


Principal i/c
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Narangi, Guwahati-781