

SREE VIVEKANANDA COLLEGE, KIZOOR.P.O.

(Govt.Aided under Cochin Devaswom Board & Affiliated to University of Calicut)

ACADEMIC YEAR 2026-2027

Circular Regarding Students Rules and Regulations

All students are hereby instructed to strictly follow the rules and regulations of this college.No student is expected to plead that one is not aware of the existence of such rules.It is the duty of every student to abide by the rules and regulations of the college and conduct himself/herself with decency and decorum. Violation of the rules will result in disciplinary action against offenders and imposition of punishment.The Discipline Committee is entrusted with the responsibility of maintaining a disciplined, harmonious, conflict-free campus atmosphere, which is the chief pre-requisite for the smooth functioning of any educational institution. Details of the constitution of the discipline committee of our college for the academic year 2026-2027, are as given below;

Chairman : Principal-in-charge, Dr.Rajith.K.S.

Convenor : Dr.M.R.Rajesh, HOD, Malayalam

Member : HOD, **Commerce**, Dr.Sujitha.K.A.

Member : HOD, **Malayalam**, Dr.M.R.Rajesh

Member : HOD, **English**, Dr.Chithra P S

Member : HOD, **Hindi**, Dr.Athira V

Member : HOD, **Physical Education**, Dr.Rajith.K.S.

Member : Teaching Faculty, **HRM Dept.**

Code of Conduct & Discipline Rules applicable to Students of this college;

It shall be the bounden duty of every student to abide by the rules and regulations of the college and conduct himself/herself with discipline and decorum in all places and under all circumstances.

1. Every student should attend classes regularly and punctually as per the timetable given and as per the directions of respective parent departments. For Post Graduate classes, a working day is divided into five periods and regular class time shall be from 9.30 A.M. to 3.30 P.M. and for FYUGP courses, it may extend to sixth period till 4.30.PM in certain days as per the timetable applicable for respective parent departments with 1 hour lunch break between 12.30 P.M.to 1.30.P.M.
2. Students shall carry their identity cards for all working days in the college.
3. Use of mobile phone is strictly prohibited in lecture halls unless it is allowable only with the prior permission of the teacher engaging in the class .
4. Ragging is a punishable offence and students are expected to treat each other with respect.
5. Smoking or indulging in other reprehensible habits within the college premises are also forbidden.
6. Proper respect must be paid to the teaching, non teaching staffs and peers both inside and outside classrooms.
7. Malpractices while university examinations and internal test papers will be severely dealt with.
8. Students should not cause any damage or loss to the property and articles of the college.
9. Any threat from students regarding self harm shall be seriously dealt with according to

the nature and severity of such case reported.

10. Improper behaviour of any kind from students during lecture hours or while on study tour, field trips, industrial visits, etc., shall be treated as serious misconduct and punished with immediate effect.
11. Students who do not have classes during a lecture hour/working hour should not loiter on the college veranda.
12. Students are advised to use the college library during free periods and strict silence should be maintained in the college library.
13. Requests and representations on behalf of the class and notices of any kind should not be circulated among the students anywhere within the college premises without the written permission of the Principal.
14. Meetings of any kind will not be held within the college premises without the written permission of the Principal.
15. Any act of defaming the name of the college, teaching staffs, non-teaching staffs, and peer students through social media is strictly prohibited. Its violation will lead to initiation of disciplinary actions.
16. Students shall not bring any outsiders except the parent/guardian to the college premises for any purpose whatsoever without the permission of the Principal.
17. Prior permission of the Principal should be obtained for:
 - a) Organising special meetings, entertainments or social functions in the College.
 - b) For using loud-speakers, megaphones etc. in the college premises.
 - c) For inviting persons from outside for any function in the college.
 - d) For collecting subscriptions of any kind from the students and staff members.
18. When a student has any doubt on any matter concerning college discipline, he may

seek guidance from any of the Heads of Departments or Principal.

19. College Principal has the authority to conduct an inquiry against any student regarding his/her misconduct. The decision of the college council chaired by the Principal in matters of discipline shall be final.

Any matter not covered by the above-mentioned rules shall be decided by the Principal/Principal-in-charge of this college from time to time.

(These rules shall be in force w.e.f.the beginning of Academic Year)

- Copy to;*
1. All Departments
 2. All U.G. & P.G. Classes
 - 3.College Library.
 4. Notice Board
 5. College Website