**Code of conduct for students**

Each student of this college shall follow the prescribed code of conduct:

1. Maintaining strict self discipline in classrooms, corridors and campus.
2. Attend the class seriously and appearing in class test regularly.
3. Maintaining sanitation and hygiene.
4. keeping the campus plastic free.
5. Enhance National Brotherhood and communal harmony.
6. Respect all teaching and non teaching staff of the college.
7. Showing respect to female staff and students.
8. Participating in extra-curricular activities with enthusiasm and zeal.

**Code of Conduct for Teachers:**

For their obligations towards the teaching profession, teachers will strive to:

1. Regard themselves as learners and engage in continual professional development.

2. Contribute to the development of an open and reflective professional culture.

3. Treat colleagues and associates with respect, working with them in harmony.

4. Teachers should handle the subjects assigned by the institution with full zeal.

5. Teachers should complete the syllabus in time. Teachers shall produce good results in the subjects handled by them and are accountable for the same.

6. Effectively implemented Tutor – Ward system. Teachers shall monitor the respective group of students who are attached to them.

7. Class test must be taken on time. Answer copies are to be valued and

marks are to be informed to the students.

1. Marks for the assignments, Class test , internal examinations are to be entered in the departmental register and counselling report.
2. Teachers should be good counsellors and Facilitators.
3. They should help, guide, encourage and assist the students to make the Teaching-Learning Process is effective and successful.

11. Teachers should maintain decorum both inside and outside the classroom and set a good example to the students.

12. Teachers should carry out other academic, co-curricular and organizational activities with full interest.

13. Take interest in research activities and make them selves aware about current R&D activities.

14. Teachers will do the examination duties allotted to them with full sincerity and honesty.

**General Code of conduct:**

1. All the teaching and non teaching staff must adhere to regularly and punctuality in their duties.
2. Will perform their assign task in ethical and professional manner.
3. Work hard to take their institution towards excellence.
4. Maintain harmony among themselves and keep supportive atmosphere.
5. Fulfil the duties assigned to them efficiently and timely.
6. Pertaining interest in their assigned work and always try to learn new techniques and technologies for updating themselves.