

**SRI SATHGURU SANGEETHA VIDYALAYAM, MADURAI**  
**CODE OF CONDUCT FOR STUDENTS**

**I ADMISSION:**

1. All the candidates should produce +2 Mark statement, Degree Certificate and a Transfer Certificate and a conduct certificate from the Principal of School or College last studied.
2. No candidate will be enrolled or allowed to attend any class until he/she has paid the fee in full within the specific period.
3. Admission is subject to verification of marks certificate by the Director of Government Examinations and if the mark certificate is found to be bogus, the admission is liable for cancellation, besides criminal action may also be taken.

**II WITHDRAWALS:**

1. The Principal reserves the right issue T.C. to any student at any time in the course of the academic year, thereby compelling him/her to leave the college for reasons of indiscipline, lack of progress in studies, non payment of fee to the college or illness considered to be contagious or affecting other students or any other reasons which the Principal may consider to be detrimental to the interest of the college if the student is allowed to continue.
2. Any student who leaves the college without the permission of the principal before completing the course will not be issued T.C. and Conduct Certificate, but on sufficient reasons being given, the Principal, at his discretion, may issue them both.

### III ATTENDANCE:

1. Every Student is expected to attend the classes regularly. Attendance will be taken every period. Absence without leave or without prior permission for one hour will be treated as absence for the respective period.
2. Leave letters should be submitted to the Principal and prior sanction should be obtained.
3. Percentage of attendance for appearing examination as per the University rules.

### IV EXAMINATION:

1. External Examinations conducted as per the University norms
2. Two Internal Assessment Test conducted for each semester. The duration of the Internal Assessment Test will be 2 hrs.

### V GENERAL RULES:

1. Students are expected to maintain the highest standards of discipline and dignified manner of behaviour inside as well as outside the College campus. They shall abide by the rules and regulations of the College and should act in a way that highlights the discipline and esteem of the College.
2. Classes are scheduled from 10.00 a.m. to 3.30 p.m. The first period will begin with a prayer song. The students shall stand in attention till the prayer ends. Those who are standing outside the classroom are also expected to follow this.
3. Students shall not make any noise while moving from one class to another class.
4. No students shall leave class rooms without the permission of the teacher while in class is in progress.

5. Ragging is a punishable offence. The punishment is 2 years of imprisonment. The punished student will neither get a Government Job nor a passport. Thus the future of that student is doomed. So do not rag your juniors.
6. Students are not permitted to arrange any unauthorized celebrations and decorations of any magnitude in the campus.
7. Political activity in any form is not permitted in the College campus. Unauthorized meetings, propaganda work, processions or fund collections are forbidden within the College, hostels, and outside the college.

#### VI LIBRARY

1. Requisition in the prescribed proforma for books required may be submitted to the Library
2. The required books may be issued subject to availability.
3. Every student can borrow one book at a time
4. The books shall be returned positively on the due date.
5. Only in very exceptional cases, will an extension be granted. The extension will be for not more than 4 days.
6. In case of damage to issued books, the student must replace the book within 10 days. No book will be issued to such a student till such replacement is made.
7. The same rules will apply to staff members also.
8. Reference books shall not be lent.