



# **CODE OF CONDUCT**

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# THE NORTHCAP UNIVERSITY

## CODE OF CONDUCT

### 1. Preamble

This Handbook indicates the standard procedures and practices of The NorthCap University (hereinafter referred to as the 'University') for all students enrolling with the University for pursuing varied courses. All students must know that it is incumbent upon them to abide by this Code of Conduct (hereinafter referred to as the 'Code') and the rights, responsibilities including the restrictions flowing from it.

The endeavour of the University by means of enforcing this Code is to ensure a student discipline process that is conscientious, effectual, expeditious and believes in the principle that all people are equal and deserve equal rights and opportunities and providing a system which promotes student growth through individual and collective responsibility.

All Students are required to be well conversant with this Code and cannot plead ignorance of this code.

### 2. Jurisdiction

2.1 The University shall have the jurisdiction over the conduct of the students associated / enrolled with the University and to take cognizance of all acts of misconduct including incidents of ragging or otherwise which are taking place on the University campus / its hostels / and or field trips or in connection with the University related activities and functions.

2.2 University may also exercise jurisdiction over conduct which occurs off-campus violating the ideal student conduct and discipline as laid down in this Policy and other regulations, as if the conduct has occurred on campus which shall include

- a) Any violations of the Sexual Harassment Policy of the University against other students of the University.
- b) Physical assault, threats of violence, or conduct that threatens the health or safety of any person including other students of the University;
- c) Possession or use of weapons, explosives, or destructive devices off-campus
- d) Manufacture, sale, or distribution of prohibited drugs, alcohol etc.
- e) Conduct which has a negative impact or constitutes a nuisance to members of the surrounding off-campus community.

The University, while determining whether or not to exercise such off-campus jurisdiction in situations enumerated hereinabove, shall consider the seriousness of the alleged offense, the risk of harm involved, whether the victim(s) are members of the campus community and/or whether the off campus conduct is part of a series of actions, which occurred both on, and off-campus.

### 3. Code of Conduct

- 3.1 This Code shall apply to all kinds of conduct of students that occurs on the University premises including in university sponsored activities, functions hosted by other recognized student organizations and any off-campus conduct that has or may have serious consequences or adverse impact on the Universities Interests or reputation.
- 3.2 University believes in promoting a safe and efficient climate by enforcing behavioural standards. All students must uphold academic integrity, respect all persons and their rights and property and safety of others; etc.
- 3.3 All students must deter from indulging in any and all forms of misconduct including partaking in any activity off-campus which can affect the Universities interests and reputation substantially. The various forms of misconduct include:
- i) Disobeying teachers and staff and displaying misdemeanor within and outside the University premises.
  - ii) Indulging in vandalism/violence and damaging of University and/ or public property or property of any other person.
  - iii) Demonstrations, inciting protests, mass disobedience, distributing hand bills etc.
  - iv) Use of mobile or satellite phone in classrooms, library or building corridors or any other area which is specified as no-mobile zone. Use of mobile phone is permitted outside the University building and cafeteria area.
  - v) Quarrelling, fighting, bullying and passing derogatory/obscene remarks in the University premises against fellow students/ teachers/ employees/ canteen and mess workers etc.
  - vi) Making a video/MMS and uploading same on 'You-tube'/social media platform or uploading obscene photographs on social media of fellow students/ teachers/ employees/ canteen and mess workers etc.
  - vii) Indulging in ragging directly or indirectly, which is strictly prohibited as per the Hon'ble Supreme Court of India. (In pursuance to the judgement of the Hon'ble Supreme Court of India dated: 08.05.2009 in Civil Appeal No. 887 / 2009, the UGC has notified "Regulations on Curbing the menace of Ragging in Higher Educational Institutions, 2009", and the same have to be adhered to.)
  - viii) Possession and use of firearms, weapons and potentially dangerous instruments etc.
  - ix) Consumption, carrying and sale of drugs/ alcohol/ intoxicants/ tobacco /other prohibited substances / flavors/additives /hookah/ pipe etc. in the University premises and Hostels.
  - x) Any type of harassment whether physical, verbal, mental, sexual or electronic through social media platforms.
  - xi) Littering or defiling University property or property of any other student or personnel of the University. Consumption of eatables/liquids in the classroom or places other than the cafeteria is prohibited and punishable with fine or discipline case or both.

- xii) The University has a central parking place close to the campus. Being a residential area and to avoid inconvenience to residents, students are not permitted to park their vehicles on the sector roads and in front of entry / exit gates of neighboring colonies / houses.
- xiii) Stopping of vehicles in front of the University gate and alighting leading to restriction of other vehicles entering the University or causing traffic hold up.
- xiv) Speeding in front of the University main gate or making unusual loud vehicular noise causing disturbance to others.
- xv) Knowingly providing false evidence against any other person or giving false statements or charges in bad faith against any other person, which includes sending fake messages.
- xvi) Contributing to, or engaging in, any activity which obstructs or disrupts teaching, research, administration, or any other University activity on the campus. This shall include any disruptive activity in a classroom or in an event sponsored by the University.
- xvii) Falsifying clinical records.
- xviii) Conduct unbecoming of students in matters of attire (wearing of track pants other than for sporting events, short skirts, crop tops, see through and revealing clothes is not permitted in the University campus), verbal / written statements that may be deemed to be inappropriate within or outside the campus.
- xix) Failure to follow acceptable levels of personal cleanliness in classrooms and laboratories.
- xx) Public Display of Affection (PDA) is strictly prohibited. PDA is when a couple publicly kisses, hugs, or shows any sign of physical touch to an uncomfortable amount – almost as if no one can see them. All students are required to refrain from public display of affection in the university campus.
- xxi) Smoking in the campus (The campus is a no smoking zone.)
- xxii) Any other act which the Committee believes constitutes an act of indiscipline or violation of code of conduct.

3.4 Any act of discrimination (physical or verbal conduct) based on an individual's gender, caste, race, religion or religious beliefs, colour, region, language, disability, or sexual orientation, marital or family status, physical or mental disability, etc.

3.5 Any sexual harassment incident reported in the University will be handled by the Internal Complaint Committee which is to be guided by The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013.

3.6 Any disruptive activity in a classroom or in an event sponsored by the University.

3.7 Unable to produce the identity card, issued by the University, or refusing to produce it on demand by campus security guards.

3.8 Participating in activities including:

- Organizing meetings and processions without permission from the University.

- Accepting membership of religious or terrorist groups banned by the University / Government of India.
- Unauthorized possession or use of harmful chemicals and banned Drugs.
- Smoking on the campus of the University.
- Not disclosing a pre-existing health condition, either physical or psychological, to the Chief Medical Officer which may cause hindrance to academic progress.
- Theft or unauthorized access to others resources.
- Engaging in disorderly, lewd, or indecent conduct, including, but not limited to, creating unreasonable noise; pushing and shoving; inciting or participating in a riot or group disruption at the University.
- Any other activity which the university believes constitutes as act of indiscipline or violation of code of conduct.

3.9 Students are expected not to interact, on behalf of the University, with media representatives or invite media persons onto the campus without the permission of the University authorities.

3.10 Students are not permitted to either audio or video record lectures in classrooms or actions of other students, faculty, or staff.

3.11 Students are not permitted to provide audio and video clippings of any activity on the campus to the media.

3.12 Students are expected to use social media carefully and responsibly. They cannot post derogatory comments about other individuals from the University on social media or indulge in any such related activities having grave ramifications on the reputation of the University.

3.13 Theft or abuse of the University computers and other electronic resources such as computer and electronic communications facilities, systems, and services which includes unauthorized entry, use, tamper, etc. of university property or facilities, offices, classrooms, computers networks, and other restricted facilities and interference with the work of others is punishable.

#### **4. Procedure for Punishment**

When a student/ students is/ are found indulging in any breach of discipline, misconduct, unruly behavior, provocation, instigation, harassment etc., any faculty or staff or student can report the matter in writing to the Disciplinary Committee of the University on NCU Disciplinary Case Proforma-I, for appropriate action.

If the Chairman Disciplinary Committee (CDC), depending on the gravity of the offence, is convinced that prima facie evidence exists against the defaulter(s), the CDC will inquire into the alleged violation and accordingly suggest disciplinary action against the defaulting

student/ students. The CDC will investigate the matter as per the laid down procedures of the university, which are aligned with the University Grants Commission Guidelines on Student Discipline Circular No 946. Pending completion of the investigations, if the CDC so feels, the student/ students can also be suspended for a specified period. In cases which involve consumption of alcohol or drug / substance abuse, medical test / consultation of doctor is to be immediately carried out.

If however, based on initial examination of the incident, should the case not merit further action, a warning shall be issued to the defaulter(s) and the written apology shall be filed in the student(s) record held with the Controller of Records (COR).

## **5. Punishments**

Based on the findings of the investigations of the Disciplinary Committee, one or more of the following punishments can be awarded, besides any other as may be deemed appropriate:

- i) Written warning, recorded in dossier of student.
  - ii) Deduction from General Proficiency marks.
  - iii) Withdrawal of any academic or other University activity, privilege, benefit, right or facility.
  - iv) Payment of compensation to make good any damage or defacement to University or any other property or assets caused by the student.
  - v) Suspension for 3/5/7/10 days or more, with no attendance being awarded.
  - vi) Reflect the act of indiscipline in the student's Character Certificate.
  - vii) Debar from all or certain number of Campus Placements.
  - viii) Debar from one Semester Examination.
  - ix) Rustication for one semester or more.
  - x) Expulsion from University
- 6.** As regards 5 (v) above, the defaulter(s) can be given, depending on merits of the case, an option to undertake University Community Service, such as work in Library, Records, Security, Administration, Sports, Editorial work. This shall constitute attendance for the period under suspension. His/her attendance shall be marked for the duration of work done and will be considered towards overall attendance. However, if he/she is not granted this option or does not opt for Community Service, the period under suspension will have full effect on attendance.
- 7.** In case a student remains suspended for conduct of an inquiry under Para 4, such a period shall be reckoned in the calculation of his/her attendance provided he/she is found innocent.

8. In cases where an offence involves action by Police, the matter will be referred to the Registrar who will ensure that a Police case is filed, and an FIR obtained. Such cases will be dealt fully by the Police and the individual will remain suspended till completion of investigation of the case but without benefit of attendance. Police cases will invariably include ragging of any kind.

## 9. Appeal

Appeals, if any, will be dealt with by the Higher Committee whose decision in the matter will be final and binding. The constitution of the Higher Committee shall be as under:

A Member of the Governing Body	Chairman
Vice-Chancellor	Member
Registrar	Member Secretary

Only those cases will merit review by the Higher Committee where any new information or evidence is produced by the defaulter, other than what has already been considered by the Disciplinary Committee. The decision of the Higher Committee will be final and binding.

10. Discipline rules of the University are subject to change from time to time with the approval of the prescribed Authority.

## 11. Fine

- a) Use of mobile phone at any location other than outside the University building, cafeteria and its lawn: ` Rs 500/-.
- b) Loss of identity card for the first time: ` 200/- ; for second time: ` 500/-.
- c) Trespassing residential area from students parking or parking vehicles on the sector road opposite the University: ` 500/-
- d) Parking vehicles in front of entry / exit to neighboring colony / residential houses: ` 1000/-
- e) Any other fines as approved by the Governing Body.
- f) The fine amount can also be increased by the Board of Management / Governing Body as they deem fit.

## 12. Ragging

There is a complete prohibition on ragging at The NorthCap University, in any form and nature. Ragging has been completely banned in any form whatsoever, by the Hon'ble Supreme Court of India. (details mentioned in Serial No. 3.3.(vii) above relevant) No student shall practice ragging within or outside the premises of NCU. The NorthCap University is a zone of 'zero tolerance to ragging'.

## What Constitutes Ragging?

Ragging means indulging in an act which causes or is likely to cause insult, annoyance, fear, apprehension, threat of intimidation, outrage the modesty or injury to a student and includes the following acts, namely:

- a) Abetment to ragging
- b) Criminal conspiracy to ragging
- c) Unlawful assembly and rioting while ragging
- d) Public nuisance created during ragging
- e) Verbal abuse and physical aggression, indecent gestures and obscene behavior
- f) Outraging the modesty of a student
- g) Injury to body, causing hurt or grievous hurt
- h) Wrongful restraint
- i) Use of criminal force
- j) Assault as well as sexual offence
- k) Criminal intimidation
- l) Physical or psychological humiliation
- m) Defamation or threat to defame
- n) Any type of harassment or abuse through electronic or social media.
- o) Threat to commit any or all of the above-mentioned offences with or without intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student.

### **Administrative Action in the Event of Ragging**

Cases of ragging will be dealt with by the Anti Ragging committee of the University. The University shall punish a student found guilty of ragging after following the procedure and in the manner prescribed herein under:

- i) On receipt of information by any member of the Committee from the Head, a student, parents or any source in writing or through any electronic media that an act of ragging is being committed or there is apprehension of the same, he shall intimate the same to the chairperson and may conduct a raid, if necessary, or take other appropriate steps to stop the act of ragging.
- ii) The member or the Committee may conduct on the spot inquiry observing a fair and transparent procedure and the principle of natural justice and shall give adequate opportunity to the victim student, student accused of ragging, other witnesses and may also ask them to produce other documents or witnesses, if necessary, concerning the incident of ragging.
- iii) The Committee shall submit a preliminary report to the Head within 72 hours of the incident for appropriate action under the Act.
- iv) Provided that in case an offence is committed under the provisions of the Indian Penal Code, 1860 (45 of 1860) and is a cognizable offence, the members should immediately report the matter to the Head.
- v) On receipt of information about ragging, the Head will direct the Committee to conduct



an inquiry and report.

- vi) The Head shall examine the report and, if satisfied, will take appropriate action as per the gravity of the offence.
- vii) On receipt of the report from the Committee the Head shall immediately determine if a criminal offence is made out and, if so, either on his own motion or through a member of the Committee authorized by him, shall proceed to file a First Information Report (FIR) immediately.
- viii) Provided that the University shall also continue with its own inquiry and other measures without waiting for action on the part of the police.
- ix) If the Head is not satisfied with the report made by the Committee, he may himself conduct an independent enquiry and pass any appropriate orders in writing, for reasons to be recorded therein. He may also decide to lodge a First Information Report (FIR). If an offence is found to have been committed under the Indian Penal Code, 1860 (45 of 1860) and is a cognizable offence.
- x) In a proven case of ragging, whether First Information Report (FIR) has been lodged or not, the Head shall impose a punishment of suspension for at least a period of two semesters or one annual academic year, as the case may be, and may also impose any one or a combination of penalties as listed in clauses (i) to (x) of sub-section (5) above.
- xi) Depending upon the nature and gravity of the offence as reported by the Committee, the Head may, in addition to any punishment mentioned in paragraph (x) above, impose any one or a combination of the following punishments upon the student(s) found guilty:
  - a) Withholding or withdrawing scholarship or fellowship and other benefits
  - b) Forfeiting campus placement opportunities or recommendations
  - c) Debarring from appearing in any test or examination or other evaluation process
  - d) Withholding of results
  - e) Debarring from representing the educational institution in any regional, national or international meet, tournament, youth festival, etc.
  - f) Suspension from attending classes and academic privileges
  - g) Suspension or expulsion from the hostel
  - h) Cancellation of admission
  - i) Rustication from the institution for a period ranging up to three years;
  - j) Expulsion from the University and consequent debarring from admission to any other educational institution for a period of three years
  - k) Imposition of a fine up to Rs. 25000/-

Provided that where the persons committing or abetting to the act of ragging are not identified, the University shall resort to collective punishment.

### **13. Attendance Rule & Code of Conduct in Classes**

A student is expected to attend all lectures, tutorials and practice classes and VA courses etc. while maintaining full decorum and discipline during the classes. Also, students must be seated before the arrival of the faculty members. Late entry to the classroom is highly discouraged and is the sole discretion of the instructor.

As a rule, a student shall be required to have a minimum attendance of 70% in each individual theory/lab course in a semester, calculated till the last teaching day.

However, to provide wider exposure to students and increase visibility of the university at state/national & International level, the university encourages participation of talented students in well recognized competitions or any other such event approved by the university. Students nominated / deputed by the University for participation in these events/competitions shall be given due consideration for their absence from classes. This period shall be treated as Leave of Absence for attendance purposes. These leaves of absence shall be endorsed by the Chairman, Student Activities & Leadership committee & approved by the HOD before being sent to the ERP.

All such leaves of absence shall not exceed 10% of the classes in the semester. The concerned faculty shall ask these students to submit extra assignments to make up for academic losses.

The above requirements will not be relaxed under any circumstances whatsoever. Any medical and family exigency should be adjusted within the given room of 30% provided in this rule.

A student falling short of attendance in any course will be placed in the 'Detained' category for the course and the same will be mentioned in the grade sheet. The student must again register for such course(s) during subsequent semesters when the same are offered by the respective departments, provided timetable permits.

There will be a provision for issuing a written warning to the students if in any course, his/her attendance falls below 70% in any course till the completion of approximately half the number of teaching days in a semester as mentioned in the Academic Calendar for the semester concerned. It is the responsibility of the student to keep track that his / her attendance is not falling short.

Additionally, ERP portal updates attendance on daily basis and must be visited by students and parents regularly for timely corrective actions in case of any shortage in attendance in one or more courses.

## **14. Unfair Means – Rules & Regulations**

### **14.1 The following will constitute the Use of Unfair Means:**

- a) No students are allowed to carry mobile phone inside the Examination Hall.
- b) Any candidate found having in his possession or accessible to him/her or nearby him/her, any papers, chits, books or notes, pen drives, smart watch, I-pod/ mobile phone even in switched off condition any other electronic devices (except non programmable calculators), written or printed matter on a chit/pencil-box/calculator or on the body part

or the wall or ceiling or area nearby and visible to student or in possession of any other kind of unauthorized material.

- c) Writing during the examination hours on any paper other than the answer-book, any portion of the question paper except roll number.
- d) Talking to another candidate or to any person other than the members of the Examination Staff, in or outside the Examination Hall.
- e) Consulting notes/books outside the Examination Hall.
- f) Copying from some book or notes or from the answer of some other candidate or helping another candidate.
- g) Receiving or giving help from/ to another candidate during the examination including receiving/ sending SMS or any electronic messaging.
- h) Disclosing his identity deliberately or making any distinctive mark in his/her answer book for that purpose or making an appeal to the Examiner through the answer book or using abusive language on the answer-book; communicating or attempting to communicate directly or indirectly through a person, relative, guardian or friend to the Invigilator/Examination Superintendent or any other official with the object of influencing them.
- i) Swallowing/destroying any notes, paper etc. found with him/ her.
- j) Violation of any other instruction as mentioned on the top page of the blank examination answer book.
- k) A student deliberately delaying the conduct of the test by standing outside the exam hall and not entering inside.
- l) Failure to hand over his/her answer-book to the Invigilator or taking away his/her own answer book, out of the examination hall.
- m) Found guilty of destroying or attempting to destroy the evidence or any University property.
- n) In case, a person, who is not a bonafide candidate if found guilty, is found to be taking an Examination on behalf of a bonafide candidate, it will be assumed that this impersonation is being done at the instance and with the connivance of the bonafide candidate and action against such a person and the bonafide candidate would be taken as under:-
  - i) The bonafide candidate, who did not take the Examination himself/herself, shall be debarred from pursuing any course of studies or from appearing at any Examination of the University in future.
  - ii) In case the person, who has impersonated the bonafide candidate, is a student of the University, he/she shall be debarred from taking any Examination of the University in future.
  - iii) If the person, who has impersonated the bonafide candidate, is not a student of the University, he/she may be handed over to the Police for appropriate action.
- o) Entry to the examination hall will be stopped 10 minutes before the scheduled examination time.

## **14.2 Prohibited Areas during the Examinations**

- a) No unauthorized person /staff will be allowed to enter the Examination Hall/Centre or Control Room during the examination in progress.

- b) The Controller of Examination shall identify the prohibited areas by visible signage.
- c) The Security staff and other persons posted on examination duty shall prevent unauthorized persons from entering the prohibited area.
- d) During Major Tests, no candidate shall be allowed to proceed to the restroom in the first half of the examination, or during the last 15 min of the examination nor shall more than one candidate be allowed inside the rest room at a time. The maximum time an examinee is allowed to use the washroom is 5 min.
- e) During Minor Tests, no candidate shall be allowed the use of the rest room.
- f) The Candidates must maintain silence in the examination hall and not stand/walk outside the examination halls or corridors during the examination hours. Students leaving the examination hall must exit the examination area immediately.

### **14.3 Discipline - Expulsion from Examination:**

- a) Candidates shall maintain absolute discipline in the examination hall. If a candidate disobeys the instructions of the invigilator(s) or misbehaves in any manner, he/ she can be expelled from the examination by the Examination Superintendent, if necessary.
- b) If a candidate acts in a violent manner or uses force or makes a display of force towards any invigilator or any other staff/person at the Examination Center or acts in a manner likely to hinder the authorities in discharging their duties, the Examination Superintendent may expel the candidate from the examination as per Examination Conduct Rule (ECR).
- c) If a candidate brings any dangerous weapon at the examination center he would be expelled from the examination and disciplinary action initiated against the candidate.
- d) Candidate's expelled on any of the grounds mentioned above may not be allowed to appear in the subsequent papers, based on the reasons for expulsion.
- e) All disciplinary matters / Unfair Means Cases shall be forwarded to the Chairman UMC Action Committee by COE. The UMC Action Committee may punish a candidate by canceling his examination and/or debarring him from appearing in any examination of the University for one or more years after giving the candidate an opportunity to Show Cause and after considering any explanation submitted by the candidate and all available evidence and facts of the case.

### **14.4 Procedure for award of the punishment under unfair means cases:**

- a) The COE shall send a Show cause Notice to the candidate, followed by requirement to attend a hearing of the student alleged to be guilty of malpractice/ using unfair means, asking him/ her to submit his/ her plea in writing and appear personally before the UMC Action Committee on a fixed date, time and place.
- b) The COE shall place the Unfair means case(s) before the UMC Action Committee for a decision in a time bound manner. The UMC Action Committee shall consider the reply to show cause, all available evidence, statements and facts of the case and decide on the action to be taken.

- c) In case the candidate does not appear before the Action Committee on the date and time of hearing as mentioned in the Show Cause Notice, the case will be heard ex parte and disposed of after due consideration of facts of the case, available evidence and records, without any further chance provided.
- d) Recommendation of the UMC Action Committee shall be conveyed to the Chairman Examination Committee, who after satisfying himself with the action to be taken shall promulgate the award of punishment, notifying all concerned.

#### **14.5 Action against the candidate**

- a) If a student is found guilty of any malpractice in any paper during the Examination and if the UMC Action Committee is satisfied that the candidate's actions are not premeditated, then the result of that paper or all the papers in that Semester Examination may be cancelled.
- b) If a candidate is found guilty of using or attempting to use or having used unfair means at an examination, the UMC Action Committee if satisfied that the action of the candidate was premeditated, then it may cancel his/her said paper, or all papers of the said examination or debarred from examination up to a period of one year, depending upon the nature of the offence.
- c) The UMC Action Committee may cancel the said examination of a candidate and/or debar him from appearing in an examination for the entire semester or more, for an offence of use of threatening to force or use of violence or if it is concluded that the candidate was in any manner guilty of serious misconduct in connection with his examination and/or was instrumental in or has abetted the tampering of University records including the answer books, mark-sheets, result chart, degree, diplomas or if the candidate has suppressed information or misrepresentation of information to fraudulently enroll in an examination.
- d) One or more of the punishments below can be awarded by the UMC Committee.
  - i. Written warning recorded in the dossier of the student.
  - ii. Deduction of up to 50% from the total marks in that particular paper.
  - iii. Cancellation of the said paper and awarding him zero marks.
  - iv. Cancellation of all papers in which the candidate appeared.
  - v. Reflected in the character certificate.
  - vi. Debarred from a certain number of Campus placements.
  - vii. Rustication from one semester or more.
  - viii. Expulsion.
  - ix. Any other punishment deemed fit.

#### **14.6 Members of Unfair Means Action Committee shall be:**

- i) Head of a School / Department - Chairman (Nominated by Vice Chancellor by rotation)
- ii) Two Professors (nominated by Vice Chancellor) – Members
- iii) Registrar – Member
- iv) Controller of Examinations - Secretary

The tenure of the Chairman and Nominated Members shall be two years.

## **14.7 Appeal:**

A candidate may appeal in writing to the Higher Committee within four days of issue of Notification of punishment by the Chairman Examination Committee. The Higher Committee shall consist of:

- i) Member Governing Body – Chairman
- ii) Vice Chancellor – Member
- iii) One representative from UMC Action Committee (nominated by its Chairman) - Member

The appeal shall be considered in light of any new material/ evidence provided by the candidate.

## **15. Dress Code**

While the University has not specified any dress code for the students whilst in the campus, it expects students to be decently attired at all times (wearing of track pants other than for sporting events, short skirts, crop tops, see through and revealing clothes is not permitted in the University campus).

## **16. Student Participation in Governance**

As Students are members of the University campus, they have a substantial interest in the governance of the University. The Code, policies and the varied procedures laid down herein intends that the principle of student involvement in governance in both administrative and academic areas is essential and it is pivotal that students must, at all junctures, be encouraged to put forth their views and advice, for an informed decision making. Student Participation is encouraged and must be strengthened through the involvement of students in all levels. Therefore, all students who are a part of the University and who are going to be enrolled in the University are advised to uphold the policy and inform the University of any violations and assist individually and collectively to improve the quality and effectiveness of this Code and appended policies.

Every school of the University promotes the above concept by having students of the school as members of class committees, which have members of the staff also. The class committees meet at regular intervals and are reviewed by the Pro Chancellor, Vice Chancellor, Registrar, Dean Academics and others to address issues faced by the students.