

## APPENDIX-D

\* \* \*

### CODE OF DISCIPLINE FOR STUDENTS

*(See Law 44 in Chapter XIII of the Laws of the University)*

\* \* \*

#### 1. Title

(a) This code may be called “Code of Discipline for Students, 2007”.

(b) In exercise of the powers conferred by Law 14 (9) (i) of Chapter V (The Executive Council) of the Laws of the University, the Executive Council framed this “Code of Discipline for Students, 2007”.

#### 2. Aims and Objectives of the Code

The sole aim and purpose of a University is the pursuit of truth, acquiring of new knowledge through scholarly research, teaching and overall development of students, and the dissemination of knowledge for the well being of the society at large. This objective of the University can be accomplished only through maintenance of order and discipline by the Student Community. Rules and Regulations are essential to make the contours of this needed order. It is necessary that the University should inculcate higher values of honesty, integrity, responsibility, mutual respect for persons and property, respect for human rights among its students. Hence the student community should necessarily practise these values and see that the rules envisaged in this Code are strictly obeyed so that their conduct will be in consonance with, supportive of and conducive to the University’s objective and core values.

#### 3. Applicability of the Code

The Code shall be applicable to all the students admitted to any academic programme, activity or event conducted by Yogi Vemana University. It is the responsibility and duty of each and every student to become acquainted with all the provisions of this Code. Faithful observance of this Code is a condition of their admission to the University.

#### **4. Duties and Responsibility of the Students**

It shall be the responsibility of the students :

(i) To study and become familiar with and adhere to this Code and any amendment brought to this Code.

(ii) To foster and maintain a vibrant academic, intellectual, cultural and social atmosphere which is consistent with the objectives and vision of the University.

(iii) To report any violation of the Code to the officers mentioned in this Code.

(iv) To access all educational opportunities and benefits available at the University and make good use of them to prosper academically.

(v) To respect the laws of the Country, human rights and to conduct in a responsible and dignified manner at all times and develop scientific temper.

#### **5. Prohibited Behaviour of the Students**

The students shall abstain from the following :

(i) Any act that causes or intends to cause psychological, emotional or physical stress and harm to any person/persons.

(ii) Any conduct that causes unauthorised removal, destruction or littering or malicious damage of University property or property under University custody or control and also destroying, removing or maliciously damaging the property of others in University premises or at events/functions sponsored /organized by the University.

(iii) Disorderly, disruptive, lewd, indecent, obscene or offensive conduct in the premises of the University.

(iv) Obstructing or disrupting the educational process by entering into a class/programme when the class is in session without the permission of the teacher/programme in-charge of the class or interfering with University administration.

(v) Exhibiting behaviour which can be interpreted as abuse. This includes physical abuse; rape and sexual assault, and verbal abuse including defamation, threats, intimidation, coercion, extortion, blackmail, use of fighting words, profanity, harassment and bullying.

(vi) Engaging in any type of political activity inside the Campus causing damage to any property owned/managed by the University and organizing or attending meetings other than the official ones or other than those for which prior permission of University authorities have not been obtained.

(vii) Possessing any banners, flags, posters, pamphlets etc. other than the official ones or disfiguring the walls, doors, windows, furniture etc. with graffitis, bills, engravings, slogans, etc.,

(viii) Engaging in gherao, keeping under captivity or illegally confining any teacher or official of the University.

(ix) Possessing, using, distributing or being under the influence of alcohol, narcotics or other controlled substance in the University Campus or at any property owned/managed by the University.

(x) Smoking and possessing of tobacco based products on the campus.

(xi) Possessing or using in the name of self-defence any stick, weapon, explosive or any thing that can cause injury/danger to the life and limb and property.

(xii) Rash or negligent driving of vehicles in the University Campus.

(xiii) Behaving in a manner which is discriminatory towards any other student or staff member on the basis of religion, race, colour, ancestry, national origin, gender, marital status, sexual orientation, age or disability.

(xiv) pursuing more than one course of study and continuing in the same room of the hostel disrespecting the hostel rules and regulations.

(xv) Cheating or plagiarizing, providing false information or altering or misusing or destroying any University document, record or instrument of identification.

(xvi) Endangering or threatening to endanger the health and safety of oneself or others in University Community.

(xvii) Using mobile phone during class hours/office hours in department/school/administrative office.

(xviii) Disturbing the peace and tranquility of the Campus.

(xix) Any other conduct which leads to the lowering of esteem of the University in public.

## **6. Punishments**

Any student/students exhibiting prohibited behaviour mentioned in Section (5) of the Code shall, depending upon the gravity of the misconduct or depending on its recurrence, be subjected to any of the following punishments.

### **I. MINOR PUNISHMENTS :**

(i) *Warning or reprimand :*

The student engaged in any prohibited behaviour may be given a warning to begin with.

The Head of the Department or Warden or Librarian or Director of Physical Education is competent to issue warning letter.

(ii) *Tendering apology :*

The student engaged in any prohibited behaviour or reading proscribed books may be asked to tender an apology for his act, and also give an undertaking that he shall not indulge in such or any of the prohibited behaviour in future.

The Dean of the School is competent to impose this punishment.

## **II. MAJOR PUNISHMENTS :**

### *(i) Debarring from Examinations :*

A student/group of students may be debarred from writing any/some/all of the examination(s) which form(s) part of the academic programme for which he/she has joined.

The Vice-Chancellor is competent to impose this punishment after considering the report of a committee specially constituted for the purpose.

### *(ii) Suspension :*

A student may be suspended from the University for violation of any of the provisions of 'Code of Discipline' for students. The period of suspension and conditions, if any, shall be clearly indicated in the order to the student and sent to the address given in the application at the time of admission. It is the responsibility of the student to communicate to the Dean through the concerned Head of Department the change of address whenever there is a change and the Dean shall send the order to that address. The student shall lose his attendance for the suspended period.

The Principal is competent to place the student concerned under suspension.

### *(iii) Restitution :*

Restitution implies reimbursement in terms of money and/or services to compensate for personal injury or damage disfiguration to property of the University or any property kept in the premises of the University. The students/group of students or their parents may be asked to compensate in money terms for the loss that has been caused to any person or property of the

University due to the act of vandalism perpetrated by the students. The students/group of students shall also be liable to put in their service to restore any loss or damage caused to any property and thereby bringing it to its original form.

The Principal is competent to impose this punishment on the recommendations of a Committee constituted by the Principal for the purpose.

*(iv) Forfeiture/Fine :*

Any student engaged in any prohibited behaviour shall forfeit his scholarship and/or be fined not more than rupees five hundred.

The Principal is competent to impose this punishment.

*(v) Expulsion/Rustication :*

Expulsion shall be resorted to only in cases where stringent action is warranted. It is the permanent dismissal of a student from the University. Such a student will not be eligible for readmission to any of the courses of the University or in any other University.

On the basis of resolution of College Council or Disciplinary Council endorsed by the Principal and after considering the recommendations of the Vice-Chancellor, the Executive Council may impose this punishment.

## **7. Functionaries under the Code**

(i) Heads of Departments/Deans of Schools/Principals of Colleges/Wardens of Hostels/Librarian in-charge of Library/ Director of Physical Education, in-charge of Games and Sports :

As the persons in charge, the above have the power and duty to take immediate action to curb any prohibitory behaviour as envisaged under this Code. These functionaries cannot single handedly manage the entire issues. He can assign part of the work to the teachers and the teachers of all the departments have the responsibility to inform any incident of prohibited behaviour to Heads/Deans/Principals, so that any serious issue can be settled before the same goes out of control. In Law 6 above the persons who have the power to impose the punishment have been specified under each head. While imposing the punishment or recommending any specific punishment to the competent persons or authority they shall be impartial. They shall also see that the punishment imposed/proposed is commensurate to the gravity of the prohibited behaviour. Any lapse on the part of a teacher to report any instance of violence and misconduct on the part of the students shall be reported to the Vice-Chancellor by the respective Heads/Deans/Principals. The Warden/Deputy Wardens of Hostels shall be responsible for maintaining strict discipline and decorum in the hostels. He/She shall specifically see to it that the inmates of the hostels do not involve themselves in any prohibited behaviour mentioned under Law 5 of this Code.

(ii) Registrar :

The Registrar, on the direction of the Vice-Chancellor, shall visit/inspect any premises/buildings or any property of the University when there is a genuine doubt that any act of prohibited behaviour is taking place and can take any lawful action to curb such behaviour. Notwithstanding the fact that one of the functionaries is competent to inflict punishments, the Head/Dean/Principal shall report to the Registrar any instance of prohibited behaviour, who, in turn, shall bring it to the notice of the Vice-Chancellor. The Registrar may also *suo motu* recommend action against any student/students indulging in prohibited behaviour which is brought to his notice. In cases where the prohibited behaviour of a student or group of students is so serious as to warrant rustication, the Registrar shall place the detailed report before the Vice-Chancellor.

(iii) Vice-Chancellor :

In cases warranting debarring a Student/Students from the University Examination, the Vice-Chancellor shall impartially examine the matter and if convinced about the findings of the Committee, pass appropriate orders. In cases warranting rustication, the Vice-Chancellor shall examine the case dispassionately and make recommendations to the Executive Council.

### **8. Opportunity to students to explain and also right to appeal**

Before inflicting any major punishment listed in Law 6 above the student shall be given an opportunity to explain. The student/students aggrieved by the decision of the Vice-Chancellor/Principal/Dean, as the case may be, shall have a right to prefer an appeal to the Executive Council under Sections 41 and 42 of the Andhra Pradesh Universities Act, 1991 and the Executive Council may confirm, modify, or reverse the decision appealed against. The decision of the Executive Council shall be final and binding.

9. Action under separate State Act, Central Act or any other Law not precluded

This Code does not preclude the Law enforcing agencies from taking legal action against the offenders of Law, eg., \*ragging, untouchability, unfair means at examinations etc., as provided in various Central and State Acts.

---

\*According to Section (2) (e) of the Andhra Pradesh Prohibition of Ragging Act, 1997 (Act No. 26 of 1997) "ragging" means, doing an Act which causes or is likely to cause insult or annoyance of fear or apprehension or threat or intimidation or outrage of modesty or injury to a student"

In the guidelines issued by the Supreme Court in *Vishwa Jagriti Mission vs. Central Government* (2001) (6) SCC 577 & 581, the Court viewed as follows : -

"Broadly speaking, ragging is;

Any disorderly conduct whether by words spoken or written or by an Act which has the effect of teasing, treating or handling with rudeness any other student, indulging in rowdy or undisciplined activities which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or

(Contd. in the next page



## 10. Assistance from Law Enforcement Agencies

The Heads/Deans/Principals shall have the power and duty to call the Police immediately when there is a threat of Law and Order situation in the Campus and also when there is a genuine apprehension that any incident of rioting, vandalism or any other act prohibited by Law is likely to take place. The Heads/Deans/Principals shall in such a case give a detailed report to the Registrar. The Heads/Deans/Principals can also arrange videography of the entire situation.

---

Contd. from the previous page)

apprehension thereof in a fresher or a junior student or asking the student to do any act or perform something which such student will not do in the ordinary course and which has the effect of causing or generating a sense of shame or embarrassment so as to adversely affect the physique or psyche of a fresher or a junior student”.

Sections 3 to 6 of the Andhra Pradesh Prohibition of Ragging Act, 1997 read as follows :

“3. *Prohibition of Ragging* : - Ragging within or outside any educational institution is prohibited.

4. *Penalty for Ragging* : - Whoever, with the intention of causing ragging or with the knowledge that he is likely by such act to cause ragging, commits or abets ragging and thereby -

(i) teases or embarrasses or humiliates a student shall be punished with imprisonment for a term which may extend to six months or with fine which may extend to one thousand rupees or with both; or

(ii) assaults or uses criminal force to criminally intimidates a student shall be punished with imprisonment for a term which may extend to one year or with fine which may extend to two thousand rupees or with both; or

(iii) wrongfully restrains or wrongfully confines or causes hurt to a student shall be punished with imprisonment for a term which may extend to two years or with fine which may extend to five thousand rupees or with both; or

(iv) causes grievous hurt to or kidnaps or abducts or rapes or commits unnatural offence with a student shall be punished with imprisonment for a term which may extend to five years and with fine which may extend to ten thousand rupees; or

(v) causes death or abets suicide shall be punished with imprisonment for life or with imprisonment for a term which may extend to ten years and with a fine which may extend to fifty thousand rupees.

(Contd. in the next page)

## 11. Counselling

The University shall arrange for initial counselling of fresh entrants by the Heads/Deans/Principals concerned.

## 12. Grievances Redressal Committee

The Executive Council shall also set up “Grievances Redressal Committee” where the students can air their grievances. The Committee shall consist of Chief Warden of the Hostel, Dean of the School of Studies concerned, Head of the Department concerned, women’s representative, S.C./S.T. representative and other members nominated by Vice-Chancellor.

## 13. Undertaking by the Students

The students joining any academic programme of the University will have to give an undertaking to the effect that he/she will fully comply with the provisions envisaged in this Code in letter and spirit.

---

Contd. from the previous page)

5. *Dismissal of student* : - (1) A student convicted of an offence under Section 4 and punished with imprisonment for a term shall be dismissed from the educational institution.

(2) A student convicted of an offence under Section 4 and punished with imprisonment for a term of more than six months shall not be admitted in any other educational institution.

6. *Suspension of student* : - (1) Without prejudice to the foregoing provisions, whenever any student complains of ragging to the head or manager of an educational institution, such head or manager shall inquire into or cause an inquiry to be made into the same forthwith and if the complaint is *prima facie* found true, shall suspend the student or students complained against for such period as may be deemed necessary.

(2) The decision of the head or manager of the educational institution under sub-section (1) shall be final”.

In addition to the above, all students shall, as required in Rule 3 (b) of the Andhra Pradesh Prohibition of Ragging in all Educational Institutions Rules, 2002, give an \*undertaking, in writing, at the time of admission, that he shall not resort to ragging inside or outside the institution and that if involved in any such act to cause ragging, commits or abets ragging, he shall be punishable as per Andhra Pradesh Prohibition of Ragging Act, 1997 (Act No. 26 of 1997).

#### **14. Amendments to the Code**

The Executive Council shall have power to amend any of the provisions in the 'Code of Discipline for Students' as and when circumstances may render necessary and such amendments shall be brought to the notice of all students of the University, as and when effected.

---

\* The form of undertaking to be given by every student is appended.

(Undertaking to be given by all students, as required under Rule 3(b) of the Andhra Pradesh Prohibition of Ragging in all Educational Institutions Rules, 2002, notified as per Section 9 (1) of the Andhra Pradesh Prohibition of Ragging Act, 1997, in G.O.Ms.No. 67, Higher Education (E.C.-2), dated 31.08.2002).

### **UNDERTAKING**

I, \_\_\_\_\_, son/daughter of \_\_\_\_\_, residing at \_\_\_\_\_, applicant for admission to/student of the first year/second year of the \_\_\_\_\_ Degree Course in the Yogi Vemana University College of \_\_\_\_\_, Kadapa, during the academic year 200 \_\_\_\_ 200 \_\_\_\_\_, hereby declare that --

I am aware of the facts that –

(i) ragging within the premises of the college, hostels and library or anywhere outside the educational institution, is a criminal offence;

(ii) if involved directly or indirectly in committing or abetting ragging, I am liable for one or more of the following punishments to be imposed therefor by the competent Officers/Authorities of the College/University: -

1. Cancellation of admission;
2. Suspension from the institution or classes for limited period;
3. Withholding/withdrawing scholarship/fellowship and other benefits;

(contd. )

4. Debarring from appearing for any test/examination or other evaluation process;
5. Withholding of results;
6. Debarring from representing the institution in any event at inter-university, national or international level;
7. Suspension/Expulsion from the Hostel;
8. Rustication for a period varying from 1 to 2 academic year(s);
9. Expulsion from the institution and consequential debarring from admission to any other institution;
10. Fine with public apology; and also

(iii) the Court of Law can award, punishment with imprisonment for a term which may extend from 6 months to life, or fine which may extend from Rs. 1,000/- to 50,000/- or with both.

As such, I undertake that I shall not indulge myself in any activity of ragging or abetting ragging other students.

Date :

\* Signature of the Student.

\* Singed before me.

HEAD OF THE DEPARTMENT

Permanent Address :

---



---



---