



St. Joseph's College for Women (A)

Gnanapuram, Visakhapatnam - 530004 (A.P)

(Affiliated to Andhra University)

Reaccredited by NAAC - ISO 9001:2015 Certified

Phone Nos: 0891-2558346, 7075856500, E.mail: info@stjosephsvizag.com, Web: www.stjosephscollegevisakhapatnam.ac.in

Policy on College Code of Conduct

Policy Number: SJCW002

GBM: 01-08-2022

General Conduct

- Students must maintain a high standard of behavior and discipline inside and outside the College.
- Consistent performance in University/College exams is required for promotion to subsequent semesters.
- All disciplinary rules set by the College must be strictly observed. Violations will be addressed by the Principal, whose decision is final.

Classroom Etiquette

- Upon the first bell, students should assemble in their rooms and wait silently for the Faculty
- Stand when the lecturer enters the classroom and remain standing until instructed to sit.
- Permission from the lecturer is required to enter or leave the class.
- During class, students need permission to move seats or leave the room.
- Latecomers must seek permission to enter and may be marked present only if there's a valid reason.
- The committee ensures that silence and discipline are observed during the General Assembly and in the seminar halls, class rooms.

Attendance and Participation

- Attendance at College functions (meetings, assemblies, seminars, etc.) is mandatory.
- Class in-charges and academic advisors monitor students' attendance, progress, and conduct.
- Irregular attendance, lack of engagement in class work and exams, disrespect towards teachers, and any form of misconduct can result in disciplinary action, including expulsion.

Sr. Shyji
PRINCIPAL
St. Joseph's College for Women
(Autonomous)
VISAKHAPATNAM - 530 004



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Campus Life

- Organizing activities or associating with external groups requires the Principal's permission.
- Meetings, external invitations, publications, or mobilizations are allowed with the Principal's approval.
- The Principal has the authority to expel students for serious misconduct or actions detrimental to college order and discipline.

Restricted Items

- Books, magazines, newspapers, and other items not approved by the Principal are prohibited.
- Mobile phones are strictly banned on campus during college hours.
- All students should wear their ID cards while on campus and in their respective classrooms.
- In case of any rule violation, the student's ID card will be confiscated and returned with a warning from the Disciplinary Committee Members.

Dress Code

- Students must wear the College uniform daily except on Saturday.
- Authorities will notify any exceptions.

Campus Behavior

- Avoid loitering and wasting time on campus or in the canteen as it causes indiscipline.

College Culture

- The College fosters a homely, informal atmosphere of freedom with responsibility, emphasizing respect and love for all that is good, noble, and beautiful in life.
- Self-discipline and devotion to duty are paramount.
- Cooperation from parents is crucial to minimize the need for enforcing rules.
- Students should treat the College as their own and contribute to its efficient and smooth operation.

PRINCIPAL

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General practices

- The committee is responsible for maintaining and enforcing strict discipline within the college campus.
- The committee, along with class Mentors, will restrict mobile phone usage by students on the college premises.
- The committee ensures the presence of students on time to all classes.
- The committee monitors student movement within the college and prevents students from loitering in the corridors during college hours.
- The committee ensures that students maintain complete silence in the library.
- If any student or group of students causes damage to college property, the cost will be recovered with a fine by the Disciplinary Committee.
- If the committee finds any indiscipline among students, a warning will be issued on the first instance. Continued misconduct will result in disciplinary action as per the committee's rules and regulations.

Outcomes

- The committee encourages students to take personal responsibility for their learning and behavior.
- The committee nurtures young people to transform themselves into responsible citizens.
- The committee ensures that all students are aware of the college and campus discipline.
- The committee ensures that discipline is maintained during college-organized programs.
- The committee scrutinizes and takes actions to prevent any misconduct such as tardiness, late arrival, misbehavior towards staff and students, and dress code violations.

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