



NETAJI NAGAR COLLEGE FOR WOMEN
170/13/1 N.S.C BOSE ROAD, REGENT ESTATE, KOLKATA-92

CODE OF CONDUCT

CODE OF CONDUCT FOR STUDENTS:

1. Consumption of alcohol or any other addictive product like cigarettes, gutka, pan masala etc. inside the college campus is strictly prohibited and shall invite severe disciplinary action.
2. Keep your campus clean. So, spitting and littering in corridors, classrooms etc. is strictly prohibited.
3. Avoid loitering in the corridors and sitting on stair-steps.
4. Keep the noise level as low as possible when interacting with others.
5. It is mandatory to carry the identity card of the College.
6. Students should be punctual in their class attendance. A student must attend at least 60% of the total number of classes* held and a student having less than 60% attendance will not be allowed to appear at the concerned Semester Examinations of the University as per the guidelines of the University.
7. There is no dress code or uniform but students should be decently dressed.
8. Use of mobile phones is prohibited during class hours.
9. College property, furniture, library books, practical instruments, etc. must be handled with due care.
10. Every Student should treat her fellow students with courtesy both in and outside of the college. Special attention is drawn toward the importance of being courteous in one's interactions with physically challenged students. There must be no disorderly or offensive conduct at any time.
11. Students are required to check regularly the College website and Notice Board for important announcements.

ANTI-RAGGING RULES:

1. We are guided by the Supreme Court and UGC's advocated guidelines for curbing the menace of ragging in higher educational institutions (Regulation 2013). Students are required to adhere to the anti-ragging rules that are in force in campus.
2. Indulging in or abetment of ragging is a punishable offense and may lead to expulsion from the college.
3. The college has an Anti-ragging Committee.

CODE OF CONDUCT FOR TEACHERS & LIBRARIAN:

1. Consumption of addictive products like cigarettes inside the college campus is strictly prohibited.
2. A teacher should process the legitimate academic and administrative decisions taken by the College/University pertaining to his/her sphere of responsibility.
3. Carrying i-cards is compulsory while inside the campus.
4. A Teacher should not discriminate against any student based on religion, race, caste, gender, language, or political ideology.
5. A teacher should not remain absent from duty without the proper sanction of leave.
6. Teachers should work for the holistic development of all their stakeholders (eg. Students, administrative section) and be punctual in their attendance.
7. Use of mobile phones is prohibited during class hours and while on invigilation duty.

CODE OF CONDUCT FOR NON-TEACHING AND SUPPORT STAFF:

1. Consumption of addictive products like cigarettes inside the college campus is strictly prohibited inside the college campus.
2. Carrying i-cards is compulsory while inside the campus.
3. They should be student-friendly and work for the all-round development of the college.
4. They should be punctual and regular in respect of carrying out their assigned work and always be ready to upgrade themselves technically for the betterment of the college.
5. They should try to keep the campus clean and noise-free as far as practicable.



Principal
Netaji Nagar College for Women
Regent Estate, Kol - 92