

GENERAL GUIDELINES:

1. Students must go through all the notices, regarding the timetable, University and College examination, extra-curricular activities, etc., put up on the notice board from time to time. Loss of any advantage due to your negligence in the above cases will be your responsibility.
2. Inform your guardians/parents regularly about your academic progress, and other conditions in general.
3. Any change in local or permanent address must be immediately intimated to the office to facilitate undisturbed correspondence.
4. Any change in email id and mobile number, your own and your parents' must be immediately intimated to the office to facilitate undisturbed correspondence.
5. The Principal may debar any student for the following reasons :
 - a) Absence over a long period without genuine reason for the same.
 - b) Unsatisfactory academic progress.
 - c) Any misconduct / misbehavior or act of indiscipline.
6. Picnic & Annual Day:
 - * The college does not undertake to organize any picnic, outing, excursion, except for academic purposes as per rules and consent of the college management.
 - * Annual social day and all cultural functions will be celebrated on the college campus only.
7. No sponsorships are accepted except for organization of seminars, conferences of academic nature.
8. For any emergency regarding health matters, students may seek medical aid from Jijamata Hospital, which is near the College.
9. Students must preserve all the fee receipts as the same are required at the time of claiming refunds of deposits.
10. Any prolonged absence from the classes must be in consultation with the Principal, concerned teacher and only against production of documents supporting the same. Decision over the same would be the sole discretion of the Principal.
11. Any violation of the regulations would attract fine as set by the college authorities from time to time.

SOME EVENTS THAT ARE WORTH NOTING – A TENTATIVE TIME TABLE

Name of the Event	Month in which it is organized
Independence day celebrations	August 15
Health Check Up (F.Y.)	September
Semester End Examination	October/November (As per SPPU Guidelines)
NSS winter Camp	December/January
Annual Inter class Sports	December
Republic Day	January 26
P.G. Seminar	February
Culfest	February
Annual Prize Distribution	February
Annual Examination (UG)	March-April (As per SPPU Guidelines)

There will be Diwali and summer vacations as declared by the SPPU.

A NOTE TO THE PARENTS:

Dear Parent,

You are well aware of the fast social changes around us. The T. V. and other social media have noticeably started affecting and dominating the tastes, manners and behavior of the young generation. Your ward is with us only for some hours every day and for a much longer time with his friends, in the society and out of the home when different good and bad forces keep influencing him/her.

Youth, you will agree, is a formative time of life. Therefore, we specially request you to play an active role in shaping your ward's life. For this, we particularly want you to do at least the following:

- * Please check from time to time that your ward goes to college regularly and attends lectures/classes in the college (Please note that the tendency to remain absent or not sit in the class is increasing in the student community)**
- * Please get to know your ward's friends personally and make sure that they have no bad habits like smoking, drinking, eating tobacco, pan-masala or consuming drugs etc. Companions make or mar character.**
- * Make sure that your ward reads the college Notice Board regularly as all instructions and notices are regularly displayed on the Notice Board only.**
- * Make sure that your ward appears for all college examinations sincerely and regularly (failing which punishment, penalty are likely to be imposed)**
- * Communicate with your ward regularly and feel free to discuss with us your suggestion, observations, and problems.**
- * We have to work together and vigilantly to help the young people develop into ideal pillars of the nation.**