



भाकृअनुप –भारतीय पशु चिकित्सा अनुसंधान संस्थान
(सम विश्वविद्यालय)
इज्जतनगर-243122 (उ.प्र.) भारत

ICAR-INDIAN VETERINARY RESEARCH INSTITUTE
(Deemed University)
IZATNAGAR-243 122 (UP) INDIA
Website : www.ivri.nic.in



No. F.8-10/2016-Acad.

Dated the 23rd August, 2017

Endorsement

Sub: **Rules and Regulations for Students' Conduct and Discipline Reg.**

Kindly find attached herewith the copy of Rules and Regulations for Students' Conduct and Discipline, 2017 for information and compliance.


Registrar

Distribution:

1. All the students.
2. The Joint Director, Indian Veterinary Research Institute, Hebbal, PO H.A. Farm, Bengaluru-560 024 (Karnataka).
3. All the Station Incharges, IVRI Regional Stations, Mukteswar, Palampur & Kolkata.
4. The Controller of Examinations, IVRI, Izatnagar.
5. The Chief Hostel Warden (Boys/Girls), IVRI, Izatnagar.
6. The Students Welfare Officer (Boys/Girls), IVRI, Izatnagar
7. All the Hostel Wardens, through Chief Hostel Warden, IVRI, Izatnagar.
8. The Academic Coordinator, IVRI, Izatnagar.
9. The Coordinator UG, IVRI, Izatnagar.
10. The Comptroller, IVRI, Izatnagar.
11. The Chief Adm. Officer (Adm.), IVRI, Izatnagar
12. Nodal Officers, Nodal Cell (Education Division), ICAR, IVRI Deemed University, Izatnagar.
13. Experiential Learning Programme (ELP) Coordinator, IVRI Deemed University, Izatnagar.
14. Incharge, ARIS Cell, IVRI, Izatnagar, with the request to kindly upload the above endorsement on the Institute's Website.
15. The PS to the Director, IVRI, Izatnagar.
16. The PS to the Joint Director (Acad.), IVRI, Izatnagar.
17. The PA to the Registrar, IVRI, Izatnagar.

Rules and Regulations for Students' Conduct and Discipline



2017



ICAR-Indian Veterinary Research Institute
Deemed university
Izatnagar-243 122 (UP) India



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1.0 Hostel Rules and Regulations

1.1 Administration

Every hostel shall have a Warden, who will be responsible for the administration of the hostel and for enforcement of the hostel rules. The Warden will have the following responsibilities:

- i. He/she will be responsible for the allotment of hostel rooms in accordance with the hostel rules and for the maintenance of discipline within the hostel.
- ii. He/she will attend the hostel office daily at least for one hour.
- iii. He/she will be responsible for the supervision of the working of the staff placed under him/her who shall take order from him/her. He/she will report to the Chief Hostel Warden for disciplinary action of any instance of dereliction of duty or negligence or misbehavior on the part of staff.
- iv. He/she shall report to the Medical Officer all cases of illness or accidental cases occurring within Hostel only and ensure that the students concerned receive proper medical care. He/she will also inform the Chief Hostel Warden/Joint Director (Academic) & Dean regarding all such cases immediately.
- v. He/she will inspect the kitchen, the dining room, the common room and other facilities, etc., regularly and when any wrong thing is noticed, he/she will have to take appropriate measures to set it right.
- vi. He/she shall ensure that no un-authorized person stays in the hostel.
- vii. He/she will be responsible for the proper organization and conduct of hostel functions, festivals, etc.

1.2 Powers of Disciplinary Action

Authorities	Powers
Hostel Warden	<ol style="list-style-type: none">i. Warning.ii. Fine up to Rs. 2,000/- on approval of Chief Hostel warden.iii. Expulsion from the hostel on account of indiscipline on approval of Joint Director (Academic) & Dean.iv. To recover the cost of the damaged property.
Chief Hostel Warden	<ol style="list-style-type: none">i. Warning.ii. Fine up to Rs. 5,000/-iii. Expulsion from the hostel on account of indiscipline on approval of Joint Director (Academic) & Dean.iv. To recover the cost of the damaged property.
Joint Director (Academic) & Dean	<ol style="list-style-type: none">i. Warningii. Fine up to Rs. 10,000/-iii. Placement on Conduct Probation.iv. Temporary or permanent suspension of Scholarship/ Fellowship.v. Rustication of the student.vi. Recommendation for permanent expulsion from the Institute.

There is one International Trainees Hostel (for girls), four Boys Hostels, two Girls hostel and two undergraduate hostels with wi-fi facilities. The limited hostel accommodation will be allotted to students selected for UG/PG programmes on merit basis, subject to availability of accommodation. However, hostel accommodation cannot be claimed as a matter of right.

1.3 Reservation of the Right of Admission

Hostel shall be treated as a facility provided by the University for the convenience of the student registered in the University in accordance with the Statutes and Regulations, and the right of admission and continuance is reserved by the University. Any person may be refused accommodation or deprived of accommodation already provided at any time by the Director & Vice-Chancellor without assigning any reason.

1.4 Accommodation

- i. The right of admission and residence in the hostel is reserved. A student may be refused accommodation or deprived of accommodation already provided with, any time by the Chief Hostel Warden, without assigning any reason thereof.
- ii. The student has to produce the receipt of the hostel fee in each semester to the Hostel Warden, failing which the accommodation will not be provided.
- iii. Every student will be provided with a cot, table, chair and other fittings. He/she shall be responsible for safety of furniture and electric fittings provided to him/her.
- iv. No item of furniture is to be removed from one room to the other without prior permission and authorization of hostel authorities.
- v. On allotment and before occupying the room or at the time of change of room, each student should get the furniture and electric fittings checked, and should hand over all the furniture of his/her room to the hostel authorities, while changing/leaving the room.
- vi. Hostel will be allotted based on the entrance examination merit of the students. Hostel accommodation once allotted, cannot be changed except in very special circumstances with the approval of the Chief Hostel warden. No student can change his/her room without the permission of hostel Warden.
- vii. No cooking/ use of Air conditioner/heater or other electric appliances is permitted in hostel rooms.

- viii. While finally vacating the hostel, each student shall have to handover the charge of the room and other articles issued to him/her and obtain a 'No Dues' certificate to that effect from the warden in-charge.
- ix. A limited accommodation for married students is available on seniority basis.

1.5 Inspection of Rooms

The rooms can be inspected by the Warden and other officers of the University at any time, and any student obstructing such inspection and refusing the same shall be liable to disciplinary action and punishment thereof.

1.6 Duties of Inmates regarding their Rooms

The inmates shall keep their rooms in a neat and tidy condition and shall be responsible jointly and individually for the furniture issued to them and fittings present in the room. The rooms shall not be disfigured.

1.7 Proper use of Facilities

The inmates of hostel shall use the bath rooms, wash basins, urinals, washing machines, ROs, geysers, refrigerators etc, properly and cause no damage to the various fixtures. Inmates shall make proper use of the common room and not remove, misuse or damage any furniture, newspaper(s) or other material/equipment/gadgets placed there in.

The inmates of the hostel shall avoid any wastage of electricity, water etc. and shall in no circumstances, leave their rooms with lights or fans on.

1.8 Use of Heaters / Music Systems etc.

No inmate shall use high power music system and play such gadgets in a manner which may be prejudicial to the studies and comforts of any inmates of the hostel including the owner of these gadgets himself. Use of heaters and other such electrical equipment are not allowed.

1.9 Vehicles and Vehicle Parking

- i. The students having two wheelers shall get due sanction from the hostel Warden by submitting a copy of registration papers and driving license.
- ii. Only registered vehicles will be allowed to park in the hostel parking area for which permission has to be sought from concerned warden.
- iii. Vehicle parking other than the designated area of parking is strictly prohibited and will be fined.
- iv. No four-wheeler will be permitted to enter the hostel premises without the prior permission of the concerned Hostel Warden/Chief Hostel Warden.

1.10 Absence from Hostel

- i. No inmate of the hostel shall leave the Campus during any hour of the day or night without prior permission in writing of the Warden/Chief Warden. No inmate of the hostel shall leave the hostel during the night after 11.00 P.M. except with the permission in writing of the Warden/Chief Warden.
- ii. The inmates of the hostel will not leave the hostel premises on holidays without prior permission of the warden.
- iii. Student who wishes to be in the laboratory after 11.00 P.M. for research work should obtain prior permission from hostel warden after due recommendations of their Guide/Head of the Division.
- iv. Unauthorized absence from the hostel, even overnight, will be considered as act of indiscipline.
- v. In case of students, remaining absent from the hostel for a prolonged period without prior permission, the hostel authorities may open their rooms and get them vacated after preparing an inventory of the articles found in the room and no claim for the loss or damage of personal articles shall be entertained.

1.10.1 *Penalty for Absence*

The Warden may take the attendance of the inmates of the hostel at any time at night after 11.00 P.M. and any inmate found absent without permission of the Warden/Chief Hostel Warden, shall be punished.

1.11 Suspension or Expulsion

Any student can be suspended from the hostel or deprived of the hostel facilities for specific period by the Director & Vice-Chancellor, without assigning any reasons, on the recommendation of the Chief Warden, or the Joint Director (Academic) & Dean, or permanently deprived of the facility on the recommendation of the Discipline Committee.

1.12 Students' Guest

- i. No students' guest are permitted to stay in the hostel room occupied by him/her.
- ii. Under no circumstances ladies/female guests can be permitted or entertained in the individual rooms of the boy's hostel and male guests in the ladies' hostel.
- iii. Ladies guest will not ordinarily be allowed to enter for dinning of boy's hostels without prior permission from the Hostel Warden.
- iv. Students' family, guests and friends can get accommodation in the International Guest House with prior permission his/her Warden concerned.

1.13 Identity Cards

All students admitted to the University shall have their Identity Cards. Students shall always carry the Identity cards with them and shall produce them when ever demanded by any Officer of the University or any Faculty Member of the University.

1.14 Vacation of Hostel Room

- i. Any student going outside the Institute/Campus/Centre for more than three months for any reason including temporary dropping will have to vacate the hostel accommodation.
- ii. In the event of suspension or cancellation of registration of a student, he/she shall have to vacate the hostel within 24 hours of issue of such intimation/office order.
- iii. The student will have to vacate the hostel room and hand over the charge of room as well as other articles issued to him and obtain a 'No Dues' certificate to that effect from the Warden In-charge at the time of submission of the thesis; failing which, the thesis will not be accepted. However, in special circumstances a student may be allowed by the Director & Vice- Chancellor to stay in the hostel till the viva-voce examination is over. In such cases, he will have to vacate the hostel within a week from the date of viva-voce examination.

1.15 General Regulations

- i. Students will have to use their own locks and bulbs for the rooms allotted to them. Replacement of bulbs/tube lights in the hostel room during the period of stay by an inmate will be the sole responsibility of the inmate himself/herself.
- ii. No article of common use such as magazine, newspapers, common room, gymnasium items, dining utensils, etc. may be taken to the rooms by the residents in the hostels.
- iii. Fans and light in the rooms must be switched off before leaving the rooms.
- iv. Students are not supposed to tamper with electrical installations. Any tampering with electrical installations, switch board, etc. shall be considered as violation of hostel rules.
- v. Students will not disturb residents by making noise or otherwise in

the corridors or tuning electrical/electronic gadgets if these are being used in a manner, interfering with the studies and comfort of other inmates of the hostel.

- vi. The inmates of the hostel shall use the lavatories, bathrooms, wash basins, urinals, wash basins, TV, geysers, gym items etc., properly/hygienically and cause no damage to various fixtures.
- vii. No resident is to insult/injure or appear to cause insult/injury to the feelings and sentiments of other inmates.
- viii. Residents are not to organise themselves into groups or give cause to even appear to have done so, on the basis of caste, colour, religion, and class consideration or on the basis of social or political philosophy. Violation may lead to expulsion from the hostel.
- ix. Residents/boarders are to keep their rooms and surroundings neat and clean and make proper use of dust-bins. Spitting in hostel compound, corridors, rooms, plucking of flowers, crossing of flowerbeds and lawns are prohibited.
- x. Students are required to cooperate with hostel staff, attendants/mess servants, etc. They are not authorised to punish hostel workers. Any complaint of indiscipline or insult against them should be reported to the Hostel Warden by the Caretaker concern.
- xi. During class hours, students are not allowed to stay in the hostel except under certain compelling circumstances such as sickness.
- xii. Hostellers are advised not to keep costly jewellery, gold, cash, etc. in their rooms. They will themselves be responsible for the safety of their personal belongings.
- xiii. Students are not allowed to play outdoor games such as cricket, football, volleyball, badminton etc. in the lawns, wings, galleries, or any place other than the specified areas in the premises of the hostel.

- xiv. No cultural or social functions can be organized in the hostel premises without prior permission of hostel authorities.
- xv. Residents are not to scribe anything on the walls and doors of hostel rooms. Sticking of posters and distribution of unauthorized bills/pamphlets/posters/ notices by the residents are not permitted.
- xvi. Students are prohibited from screening/ keeping obscene literature/ video films in their possession. Any violation in this regard will result in disciplinary action.
- xvii. No dogs or pets are permitted to be kept in the rooms.
- xviii. Students must not incur any debts. The hostel authorities shall not be responsible for any debts or dues to hostel messes, canteens and outside shops incurred by the students.
- xix. Notices for the guidance of students shall be displayed on the hostel notice boards. Students are advised, in their own interest, to read the notices regularly; ignorance of regulations and instructions shall not be an excuse for non-compliance.
- xx. All cases of illness must be reported immediately to the Human Hospital with intimation to the concerned warden.
- xxi. Keeping of smack, brown sugar or any other objectionable item such as wine or weapons, lethal or otherwise, in the hostel rooms is not permissible. Students found in possession of the same shall attract disciplinary action including legal prosecution. Students are strictly prohibited from consuming alcoholic drinks, drugs, cigarettes, tobacco products or any other intoxicants or any form of smoking, inside the hostel or to enter the hostel after consuming the same. Any student found consuming such thing or in a drunken state in the hostel will render himself liable for strict disciplinary action, including expulsion/rustication from Hostel/Institute.
- xxii. The students residing in the hostel shall be required to abide by the hostel rules and other instructions, as issued from time to time by

the hostel authorities. Any breach of hostel rules and of such instructions will render a student liable to disciplinary action.

- xxiii. Every boarder must have to follow the hostel rules. He/she must observe them in letter and spirit. Ignorance of rules will not be considered as an excuse.
- xxiv. Girl students are not suppose to leave the hostel without prior permission of the warden.
- xxv. No subletting in any case will be permitted by the allottee. In case somebody else is found residing in the room, the allotment would be treated as cancelled and no further allotment will be made in his/her name.

1.16 Regulations for Girls' Hostel

In addition to the general regulations for residents, the following rules are also particularly applicable to the residents of the Girls' Hostel for strict adherence.

- i. Parents/guardians must submit to the Warden a list of relatives/ outsiders along with their addresses duly signed by them who are allowed to see the students and who can take them out.
- ii. All visitors to the Girls' Hostel are required to sign in the visitor's register on each visit to the hostel specially kept for this purpose in the Girls Hostel and state their relation and purpose of visit. Their visit will be limited to the Common Room only.
- iii. The girl students must make entry in the "In/Out Register" kept in the Girls' Hostel after prescribed time and on Sunday & holidays.
- iv. Entry gate of girls' hostels will be closed at 11.00 PM sharp and late comers should be allowed only after the permission of the Warden. Subsequently, on the very next day late comers must submit their justification for the late entry to the hostel. If the Warden is not satisfied with the said reason of late coming, he/she may take appropriate action.

- v. No girl is permitted to receive courier parcels at her room. They can receive them near the visitor's room or through the lady staff of the hostel.

1.17 Regulations for Married Students' Accommodation

- i. Allotment of the rooms to the married students will be made on the basis of first come first serve basis. In case more than one applicant join on the same date, priority will be given to the seniors applicants.
- ii. The priority in allotment will be given to both husband/wife registered in the institute irrespective of the date of registration in the institute.
- iii. If either of them (husband/wife) is found not staying in the room, the allotment will be treated as cancelled and the allottee will have to vacate the accommodation.
- iv. No guests, relatives and adult children will ordinarily be permitted to stay in the room. In emergency, prior permission of Warden can be obtained.
- v. The occupant has to clear the room rent within 10 days of the receipt of the bill; failing which allotment is liable to be cancelled.
- vi. An amount of Rs. 1500/- will be deposited as security in the university office. The security deposit will be refundable on vacation of the room and production of 'No Dues' certificate.
- vii. Possession of the room will be given to the allottee after producing the receipt of security deposit Rs.1500.00.
- viii. The user will be responsible for any damage/loss of the fittings. He/she will replace the item(s) damaged or lost.
- ix. In every month, the allottee will have to show the receipt of the payment of room rent in the hostel office; failing which, it will be presumed that allottee has not deposited the same and the allotment shall be treated as cancelled.

- x. 'No Dues' certificate will only be issued after producing the payment vouchers of room rent (from the University Office/Estate Section) by the allottee.
- xi. On the above conditions, allotment of rooms is ordinarily for 2 years for Master's and 3 years for Doctoral candidate. A copy of the same will be sent to Estate Section and University Office for proper recovery of charges.

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2.0 Conduct and Discipline

At the time of admission, a student is expected to become a 'DISCIPLE' and the relationship between the University authorities and him/her becomes that of the teacher and the taught. It is the duty of the student to learn, submit and obey the rules, regulations and orders of the University authorities for maintenance of discipline. It shall be presumed that the guardians/ sponsoring authority of the students have agreed that their wards shall comply with these rules. Failure to comply with the rules will make the student liable for disciplinary action including the student's expulsion from the University. The decision of the University Authority in such case shall be final and binding on the students and their guardians/ sponsoring authority.

All the students shall sign a declaration to the effect that he/she submits to the disciplinary jurisdiction of the University Authorities and shall observe and abide by the rules and regulations of the University/Institute.

2.1 General

- i. These rules shall be known as "Rules regarding Breach of Discipline and Punishments Thereof."
- ii. These rules shall apply to all students of ICAR-Indian Veterinary Research Institute, Deemed University.
- iii. These rules shall be enforceable not withstanding anything contained in any other ordinance/rules/regulations/orders of IVRI Deemed university.
- iv. Institute means "ICAR-Indian Veterinary Research Institute (Deemed to be a University)".
- v. Standing Committee means "Standing Committee on Students' Welfare Problem & Discipline.

2.2 Maintenance of Discipline

All students are expected to maintain discipline and proper academic atmosphere. The students indulging in acts of indiscipline and misdemeanor, such as taking out processions, holding demonstration in residential area of University and threatening the University Officers, interfering with the functioning of the University, defacing of University buildings by writing slogans, disturbing the classes during the academic session, assaulting teachers and fellow students etc. will be liable for severe disciplinary action.

2.3 Indiscipline

All referred cases of students indiscipline, misbehavior or misconducts shall be dealt with by the Joint Director (Academic) & Dean who may impose the following punishments, as deemed fit when he/she is satisfied that the misconduct of the student is established:

- i. Reprimand of record (Official warning)
- ii. Monetary Fine
- iii. Placing the student on conduct probation
- iv. Dismissal from the Hostel
- v. Temporary dismissal/rustication from University
- vi. Permanent dismissal/rustication from University
- vii. Withholding of fellowship (if receiving)

2.3.1 Acts of Indiscipline

Following activities will be considered under the act of indiscipline -

- i. Keeping or using any fire arms/or lethal weapons in the room or outside
- ii. Misuse of electricity, use of heaters, AC in the room etc.
- iii. Keeping/consuming intoxicating drinks/ drugs or alcohol in any forms

- iv. Ragging, bullying or harassing of fellow students
- v. Making noise or creating other disturbances including use of high sound producing devices which create problem to other inmates of the hostel & disorderly behavior
- vi. Writing on walls of the hostel or other building/ sticking of the posters/ distribution of unauthorized posters or notices, damaging of university property in any form
- vii. Stealing/pilfering hostel/university or other property
- viii. Quarrels or disputes with fellow students, recourse of violence, assault, intimidation, riots or any other related activity, inciting others to commit any act of indiscipline, physical injury, man-handling of fellow students or employees or anyone else, displaying hostility towards members of the faculty or institute employees or their family members, institute guests or any other person in the campus of the Institute, unruly conduct/rowdyism
- ix. Gambling in the hostel or university premises, disobey/disregard the hostel rule, notice, orders etc., providing shelter to outsiders in the Hostel
- x. Boycotting of any University function, programme or activity, preventing any student from attending the classes, functions, programmes or any other activity of the Institute
- xi. Showing or causing to show any disrespect to a teacher or officer or any misbehavior or intimidation of any employee of the Institute
- xii. Anti- national activity including any breach of law of the country or the state and of the statute Regulations, Rules of the Institute or order of a competent authority
- xiii. Convening/ organizing/attending unauthorized meeting or programmes in the hostels or Institute and participation in any such programmes

- xiv. Display of notices, leaflets or posters not signed or countersigned by the Chief Hostel Warden/ Warden or any other officer of the Institute authorized by the Joint Director (Academic) & Dean at the Hostel and Institute's notice Boards or other places
- xv. Forging of signatures in any way of the faculty member/students at the time of registration/ any other time. Submitting fake certificates
- xvi. Eve-teasing, molestation, sexual assault, it's attempt
- xvii. Meeting guests at other than the designated place or taking guest to his or her own room
- xviii. Strikes/demonstration or disturbance of any kind. Demonstration in any form including procession
- xix. Coming late in the hostel after prescribed time without the permission of the authority
- xx. Keeping animals in the hostel/ room
- xxi. Smoking at common place, use of tobacco in the hotel/ offices
- xxii. Parking of vehicles i.e. cycle/motorcycle in the place other than the designated space
- xxiii. Keeping vulgar literature, observing adult CD etc.
- xxiv. Using electronic/print/social media for defaming the institute, its employees, fellow students etc. in any form or use of abusive language/assault of any kind
- xxv. Any other activity which has not been mentioned above but felt as act of indiscipline by the university authorities and/or disciplinary committee

2.4 Scholastic Probation

Any student, who does not maintain a CGPA of 6.25 (both for Master's and Doctoral) out of 10 in a semester, will be on Scholastic Probation for the next semester. In case, he/she does not attain the above

CGPA in that semester, the Scholastic probation can be extended by another semester. In the event of the student failing to clear his/her Scholastic probation for two consecutive semesters, he/she will cease to be on the rolls of the university.

2.5 Reprimand of Record

This shall consist of an official warning to the student not to repeat any act of indiscipline. This will be noted on student's permanent record but not on any outgoing transcript.

2.6 Conduct Probation

Any student involved in the violation of rules and regulations or act of indiscipline, may be placed on conduct probation.

On the recommendations of the Standing Committee, the Joint Director (Academic) & Dean may place the student on "Conduct Probation" for a minimum period of one semester. It will consist of an official warning to the student that one more incident might lead to the expulsion of the student from the institute. It shall be kept in the personal file of the student and intimation shall be sent to his/her parents.

2.6.1 Effect of conduct probation

- i. A student placed on conduct probation for a specific period shall not represent the institute in any event/team. He/she shall not represent the institute in sports, cultural contests etc. in or outside the institute.
- ii. He/she shall lose any office that he/she may be holding in any student's council.
- iii. He/she shall not receive any scholarship/ fellowship stipend during the period of conduct probation.
- iv. If a student, who has been placed on "Conduct Probation" on previous occasion, commits an act of indiscipline, he/she will be permanently dropped from the rolls of the University.

2.7 Rustication from University

The student shall be dropped from the University for a specific period/semester(s) and required to leave the University Campus immediately. This will be entered on the permanent record maintained in the university. It shall, however, not be mentioned in the outgoing transcript in case the transcript is issued after re-admission.

2.7.1 Regulations regarding Rustication of students

- i. The Joint Director (Academic) & Dean shall have the power to rusticate a student for sufficient reasons including acts of indiscipline and misconduct inside or outside the university on the recommendation of Disciplinary Committee.
- ii. Registrar of the Deemed University shall issue the letter of the said punishment immediately after the decision.
- iii. The Joint Director (Academic) & Dean may review his decision through a duly approved high power committee within 15 days from the date of passing of the order of rustication on the request of concerned student. The revised decision, if any, together with reasons shall be communicated by the Registrar.
- iv. The minimum period of rustication shall be one semester and the maximum period of rustication shall be four semesters.
- v. The student under rustication shall have the option of rejoining the classes during the ensuing semester after the expiry of the period of rustication.
- vi. It shall be obligatory on the part of the University to readmit a rusticated student if he/she wishes to rejoin after the expiry of the rustication period.
- vii. The name of the rusticated student shall not be maintained on the rolls of the university. No fees will be charged during the period of rustication if the period of rustication is for one semester or more.
- viii. A student rusticated from the University shall not be allowed to

seek fresh admission in the University for any course of the same degree programme.

- ix. After completion of rustication period, said student may rejoin their degree programme after getting approval from the Director & Vice Chancellor. Concerned student has to submit an undertaking indicating that such incidences will not be repeated in the future.

2.8 Permanent Expulsion from University

On the recommendation of Joint (Academic) & Dean / Disciplinary Committee, Director & Vice-Chancellor can expel a student permanently from the University. The student expelled permanently from the University shall be required to leave the University Campus immediately. The punishment shall be entered in the permanent record and transcript of the student and he/she shall be debarred from admission to the University for any further programme.

2.8.1 Regulations regarding Permanent Expulsion Students

- i. The Director & Vice-Chancellor shall have the power to expel a student for sufficient reasons including acts of indiscipline and misconduct inside or outside the University on the recommendation of Joint Director (Academic) & Dean/ Disciplinary Committee. Such cases of permanent expulsion shall be put before the Academic council for the *post-facto* approval.
- ii. The power to revoke the decision of permanent expulsion solely lies with the Academic Council.
- iii. Registrar of the Deemed University shall issue the letter of the said punishment immediately after the decision.
- iv. The Registrar shall notify the orders of expulsion to the Union/State Public Service Commission, State Education Board and other Universities immediately after the decision of Academic council.
- v. The student expelled from the University shall not be allowed to seek fresh admission in the University.

2.9 Group Punishment/ Fine

A group fine, not exceeding twice the current value of the damage caused to the University/ Institute property by a group of students, as a result of any agitation or otherwise, may be imposed on the group as a whole, when the Joint Director (Academic) & Dean is of the opinion that it is not possible to fix the responsibility on individual members of the group for the damage.

2.10 Report of Incident

The persons responsible for reporting and the authorities to whom the report is to be made are as given below:

Where the indiscipline misbehavior occurs	Who will report	To whom report is to be made
In a class-room, lecture theatre, laboratory, farm or class/educational tour	Teacher/ Incharge	Head of Division/ Joint Director (Academic) & Dean
On a play field/Auditorium	Coach/ Teacher/ Incharge	Joint Director (Academic) & Dean through Student Welfare Officers
At any place within or outside the campus including divisions and other buildings of the University	Any Teacher, Student or employee of the University	Joint Director (Acad.) & Dean
In a hostel or its premises	The Warden	Chief Hostel Warden/ Joint Director (Academic) & Dean
In a written or practical examination	The invigilator/ teacher conducting the examination	COE/ Joint Director (Academic) & Dean

2.11 Punishment for the act of Indiscipline

Different types of act of indiscipline observed at hostel level shall be delt by concern Hostel Warden and the cases of act of indiscipline both at hostel and inter hostel level shall be delt be Chief Hostel Warden. All the cases of act of indiscipline at University level or other referred cases shall be delt by Disciplinary Committee of the University. Registrar of the Deemed University shall issue the letter of the said punishment immediately after the decision. For the different act of indiscipline following punishments as deemed fit may be imposed -

Sl. No.	Act of indiscipline	Punishment
1.	Keeping or using any fire arms/or lethal weapons in the room or outside	<ul style="list-style-type: none"> i. Fine up to Rs. 2000/- ii. Conduct probation iii. Expulsion from the hostel/ University iv. Legal action as per law of land
2.	Misuse of electricity, use of heaters, AC in the room etc.	<ul style="list-style-type: none"> i. Reprimand of Record ii. Fine up to Rs. 2000/- iii. Confiscation of the items
3.	Keeping/ consuming intoxicating drinks/ drugs or alcohol in any forms	<ul style="list-style-type: none"> i. Reprimand of Record ii. Fine up to Rs. 2000/- iii. Conduct probation iv. Expulsion from the hostel/ University
4.	Ragging, bullying or harassing of fellow students	As per UGC guidelines or as directives of supreme court ruling.
5.	Making noise or creating other disturbances including use of high sound producing devices which create problem to other inmates of the hostel & disorderly behavior	<ul style="list-style-type: none"> i. Reprimand of Record ii. Fine up to Rs. 1000/- iii. Conduct probation

6.	Writing on walls of the hostel or other building/ sticking of the posters/ distribution of unauthorized posters or notices, damaging of university property in any form	<ul style="list-style-type: none"> i. Reprimand of Record ii. Fine up to Rs. 2000/- iii. Conduct probation iv. Recovery up to double the current cost of the item v. Expulsion from the hostel/ University
7.	Stealing/pilfering hostel/ university or other property	<ul style="list-style-type: none"> i. Fine up to Rs.5000/- ii. Conduct probation iii. Expulsion from the hostel/ University iv. Legal action as per law of land
8.	Quarrels or disputes with fellow students, recourse of violence, assault, intimidation, riots or any other related activity, inciting others to commit any act of indiscipline, physical injury, man-handling of fellow students or employees or anyone else, displaying hostility towards members of the faculty or institute employees or their family members, institute guests or any other person in the campus of the Institute, unruly conduct/ rowdyism	<ul style="list-style-type: none"> i. Reprimand of Record ii. Fine up to Rs. 2000/- iii. Conduct probation iv. Expulsion from the hostel/ University v. Legal action as per law of land
9.	Gambling in the hostel or university premises, disobey/disregard the hostel rule, notice, orders etc., providing shelter to outsiders in the Hostel	<ul style="list-style-type: none"> v. Reprimand of Record vi. Fine up to Rs. 2000/- vii. Conduct probation
10.	Boycotting of any University function, programme or activity, preventing any student	<ul style="list-style-type: none"> i. Reprimand of Record ii. Fine up to Rs. 2000/-

	from attending the classes, functions, programmes or any other activity of the Institute	iii. Conduct probation iv. Expulsion from the hostel/ University
11.	Showing or causing to show any disrespect to a teacher or officer or any misbehavior or intimidation of any employee of the Institute	i. Reprimand of Record ii. Conduct probation
12.	Anti- national activity including any breach of law of the country or the state and of the statute Regulations, Rules of the Institute or order of a competent authority	i. Reprimand of Record ii. Fine up to Rs. 2000/- iii. Conduct probation iv. Expulsion from the hostel/ University
13.	Convening/ organizing/ attending unauthorized meeting or programmes in the hostels or Institute and participation in any such programmes	i. Reprimand of Record ii. Fine up to Rs. 2000/- iii. Conduct probation
14.	Display of notices, leaflets or posters not signed or countersigned by the Chief Hostel Warden/ Warden or any other officer of the Institute authorized by the Joint Director (Academic) & Dean at the Hostel and Institute's notice Boards or other places	i. Reprimand of Record ii. Fine up to Rs. 2000/- iii. Conduct probation
15.	Forging of signatures in any way of the faculty member/ students at the time of registration/ any other time. Submitting fake certificates	i. Reprimand of Record ii. Fine up to Rs. 2000/- iii. Conduct probation iv. Expulsion from the University
16.	Eve-teasing, molestation, sexual assault, it's attempt	i. Conduct probation ii. Expulsion from the University iii. Legal action as per law of land

17.	Meeting guests at other than the designated place or taking guest to his or her own room	i. Fine up to Rs. 2000/- ii. Conduct probation
18.	Strikes/demonstration or disturbance of any kind. Demonstration in any form including procession	i. Reprimand of Record ii. Fine up to Rs. 2000/- iii. Conduct probation iv. Expulsion from the University
19.	Coming late in the hostel after prescribed time without the permission of the authority	i. Reprimand of Record ii. Fine @ Rs. 200/- per absence iii. Conduct probation
20.	Keeping animals in the hostel/ room	i. Reprimand of Record ii. Fine up to Rs. 2000/- iii. Conduct probation
21.	Smoking at common place, use of tobacco in the hostel/ offices	i. Reprimand of Record ii. Fine up to Rs. 2000/- iii. Conduct probation
22.	Parking of vehicles i.e. cycle/motorcycle in the place other than the designated space	Fine up to Rs. 500/-
23.	Keeping vulgar literature, observing adult CD, videos, films, clips etc.	i. Reprimand of Record ii. Fine up to Rs. 2000/- iii. Conduct probation
24.	Using electronic /print/social media for defaming the institute, its employees, fellow students etc. in any form or use of abusive language/assault of any kind	i. Reprimand of Record ii. Fine up to Rs. 2000/- iii. Conduct probation iv. Expulsion from the University
25.	Any other activity which has not been mentioned above but felt as act of indiscipline by the university authorities and/or disciplinary committee	i. Reprimand of Record ii. Fine up to Rs. 2000/- iii. Conduct probation iv. Expulsion from the University

All the recommendations of the Disciplinary Committee shall be forwarded to the Joint Director (Academic) & Dean for the approval of the penalty. The penalty discussion must be communicated to the Director & Vice-Chancellor for his perusal. Director & Vice-Chancellor has all the rights to ask for reexamining the case, if felt so. All the above case against IVRI will be subject to Bareilly Court's jurisdiction, only.

2.12 Attendance of Students

- i. Every student shall attend a minimum of 75% of the total number of lecture and laboratory courses (practical) separately in each course.
- ii. Students falling short of the prescribed minimum attendance in a particular course shall not be permitted by the Controller of Examination to appear in the examination for that course.
- iii. A student can be granted 12 days casual and 15 days medical leaves with fellowship/scholarship/stipend in an Academic Year. Medical leave can be granted only as per the medical certificate from IVRI Medical Officer or District Hospital or IVRI recognized Hospitals. The detail instruction granting leave etc. will be applicable as per the Academic Regulation.
- iv. Cases of students remaining on continuous un-explained absence for more than 15 days shall be promptly reported to the Joint Director (Academic) & Dean and the name of such students shall be struck off from the university rolls for their unauthorized absence.

2.13 Unfair Means in Examination

- i. Every day before the examination begins; the Superintendent or the Deputy Superintendent shall call upon all the candidates to deliver to him all the papers, books or notes which they may have in their possession. He/She shall also warn the candidates that if any of them fails to do so or adopts any other unfair means as

mentioned in this clause, he/she shall be liable to penalty. Where a late-comer is admitted, this warning shall be repeated to him or her at the gate.

- ii. The Superintendent and the Deputy/Assistant Superintendents of the examination, shall forward to the Controller of examinations, everyday, a declaration signed by them to the effect that the warning as required in clause above was administered.

Without prejudice to the general meaning of the term “Unfair Means” it will include the following:-

- i. Having in his/her possession or accessible to him/her during the examination hours any papers, books or notes, written or printed on any kind of material, body, clothing etc. and the papers, the books or the notes related and or unrelated to the subject of the examination of that day.
- ii. Use of mobile phones or any kind of electronic devices during the examination.
- iii. Writing during the examination hours on any paper other than the answer book, any portion of the question papers or notes relating to any question.
- iv. Talking to another candidate or to any other person other than the members of the supervisory staff in or outside the examination hall during the examination hours.
- v. Consulting notes/books outside the examination hall during the examination hours.
- vi. Receiving help from another candidate with or without his/her consent, giving help to him/her or receiving help from a person who is not a candidate for the examination of that day during the examination hours.
- vii. Disclosing his/her identity deliberately or making a distinctive mark in his/her answer book for that purpose or making an appeal

to the examiner through the answer book or using abusive or obscene language in the answer book.

- viii. Communicating or attempting to communicate directly or through a relative, guardian or friend with an examiner or with the Registrar, Controller of Examination or any other official with the object of influencing him/her in the award of marks or making any interpolation thereto.
- ix. Swallowing/destroying any note, paper, etc, found with him/her.
- x. Making deliberate preconceived arrangement to cheat in the examination, including:
 - (a) Substitution, wholly or partly of an answer-book/continuation sheet by another answer-book/continuation sheet, during or after the examination hours.
 - (b) Insertion in the answer book of any sheet(s) written outside the examination hall.
 - (c) Any kind of attempt to communicate with somebody who is inside or outside the examination hall with a view to obtain assistance of any kind.
 - (d) Impersonation.
 - (e) Obtaining admission to the examination on a false representation.
 - (f) Forging another person's signature.
 - (g) Failing to deliver his/her answer-book to the supervisor / invigilator before leaving the examination.
 - (h) Refusing to obey the Superintendent or any other member of the Supervisory Staff or creating disturbance of any kind during the examination or otherwise misbehaving in or around the Examination Hall or threatening or assaulting any official connected with the examination any time before, during or after the examination.

- (i) If he/she is a candidate for examination, presenting to the examiners a practical or class work note-book/assignment which does not belong to him/her.

If a candidate is found or suspected to be guilty of using unfair means in the examination, the Superintendent of the examination shall take away his/her answer-book and permit him/her, if he/she so desires, to answer the remaining part of the question paper on a new answer-book which shall be supplied to him/her. The candidate may also appear in the rest of the examinations in subsequent paper at his/her own risk and subject to decision in his/her case of use of unfair means. The Superintendent shall also obtain an explanation of the candidate in writing then and there.

The Superintendent of the examinations shall report to the Controller of the Examinations without delay and on the day of occurrence if possible, each case where use of unfair means in the examination had been detected. When adoption of any unfair means is detected and the candidate is caught red-handed the Superintendent will give a hearing to the candidate and record his/her statement. If the candidate refuses to make any statement, this fact will be recorded by the Superintendent and attested by at least one other member of the supervisory staff on duty at the time of occurrence.

In case, the candidate refused to hand over his/her answer-books, no new answer book should be given to him/her and he/she should be asked to leave the examinations hall. If he/she accepts a new answer book he/she will be allowed extra time to cover the time spent in the inquiry.

The Director & Vice-Chancellor shall appoint annually an Unfair Means Cases (UMC) Committee to deal with all cases of unfair means in connection with the examination. The UMC Committee shall consist of the following:

- a) Joint Director (Academic) & Dean
Chairman

- b) One Member of Academic Council
Member
(To be nominated by Director & Vice-Chancellor)
 - c) Two members from Standing Committee
Member
Courses, Curricula and Academic Affairs
(To be nominated by Joint Director (Academic) & Dean)
 - d) Controller of the Examination
Member Secretary
 - i. The committee shall consider the report of the invigilator concerned and the explanation, if any, submitted by the candidate(s) as well as the answer given by the invigilator concerned to question put by the candidate, if any and pass necessary orders. The committee may hear the candidates if so desired by him/her, and if necessary, call any person on the staff of the University for clarification regarding the Unfair Means Case.
 - ii. If the unfair means adopted by a candidate come to the notice of the University after the examination, his/her case will be decided by the Unfair Means Committee on such evidence as may be available after giving the candidate reasonable opportunity to defend himself /herself.
 - iii. A candidate found guilty of use of unfair means shall be awarded punishment as under:
 - a. Disqualified from passing in the concerned course and from appearing in this examination before the next corresponding semester.
- or
- b. Disqualified from passing in all courses of the concerned Examination and from appearing in the next one or more examinations.

or

- c. The disqualification under this clause will be treated as a failure in the examination and consequences of failure will follow. If a candidate is also disqualified from appearing at the next one or more examinations, he/she shall not be admitted to any course of study, or allowed to appear at any examination of this University, during the period of such disqualification. If a candidate found guilty of use of Unfair Means after his/her result has been declared, the same will be cancelled besides the candidate being awarded the punishment, which would have been awarded to him/her had the fact of use of Unfair Means come to notice before the declaration of his/her, result.
- iv. When the Committee is unanimous, its decision shall be final. If the committee is not unanimous, the matter shall be referred to the Director & Vice-Chancellor whose decision shall be final.
- v. The Director & Vice Chancellor on an application by the candidate or *suo moto* may send back a case to the Unfair Means Committee for reconsideration, if in his opinion such a step is called for in the circumstances of the case.
- vi. In this Ordinance the word 'year' means the "Academic Year".

2.14 Ragging

Ragging is totally prohibited in the campus and all the students shall observe and abide by the rules & UGC regulations on curbing the menace of ragging in higher educational institutions 2009 under Section 26(1)(G) of the University Grant Commission Act 1956 dated 17.6.2009 published in the Gazette of India part-III, Section 4. Any student found guilty of ragging and/or abetting ragging, whether actively or passively or bearing a part of a conspiracy to promote ragging is liable to be punished in accordance with the aforesaid regulations.

- i. If any incident of ragging comes to the notice of authorities of the

Deemed University, IVRI, the concerned student shall be given an opportunity to explain and if his/her explanation is not found satisfactory, the authority would expel him/her from the Institute.

- ii. All the students have to submit an affidavit on plain paper as per approved performa of the annexure given in the Information Bulletin.

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