



Dhirajlal Talakchand Sankalchand Shah College of Commerce & P. D. Turakhia Junior College of Commerce & Science

Kurar, Malad (East), Mumbai - 400 097. (M.S.) Tal. Borivali, Dist.: Mumbai.
Tel. Off. : M.: 8591377595 / 8591376800/8433888534
E-mail: principal@sanskarsarjan.org / admin@sanskarsarjan.org / library@sanskarsarjan.org

Re-accredited by NAAC with "A" Grade with 3.03 CGPA Permanently Affiliated to
University of Mumbai
Best College Award by University of Mumbai
[AUTONOMOUS]

CODE OF CONDUCT FOR STUDENTS

Students should realize that they are responsible to the College authorities not only for conduct in the college but also for the general behaviour and attitude.

- 1) The identity card is a must. It shall be displayed on the person by hanging it around the neck with the I-card holder as long as the students are in the college campus.
- 2) Persistent insubordination, repeated mischief, which has an unwholesome influence on the students will make them liable for expulsion at the discretion of the Principal.
- 3) Students shall attend all lectures & all tutorials according to the Time Table on all working days of the college. Students shall not be absent at lectures, tutorials and examinations without prior permission of the Principal. Absence without prior permission may lead to loss of the term. To keep a term, a student has to complete to the satisfaction of the Principal the course of study prescribed for the term of class to which he/she belongs.
- 4) Students should not attend lectures that are meant for divisions other than their own.
- 5) Students are warned that, if their attendance at lectures, and tutorials is unsatisfactory, their names will not be kept on the College Rolls with effect from the beginning of the Second Term of the said academic year.
- 6) Academic discipline of regularity and punctuality in attending the lectures and tutorials is important. Tutorial assignments should be to the satisfaction of the teacher concerned.
- 7) In case of illness, student shall apply for leave by post as soon as possible with a Doctor's Certificate attached to the application and shall report to the Principal immediately after resuming college.
- 8) Obedience and courtesy in speech and conduct is expected from every student.
- 9) Students should not talk loudly in the class rooms, the Principal's Chamber, the corridors, the library, the office or any part of the college campus.
- 10) Loitering in the campus is strictly prohibited.
- 11) Smoking is strictly prohibited on the college premises.
- 12) Students should do nothing either inside or outside the college that will in any way interfere with its orderly administration and discipline. (No picnic, trip, party or get-together is to be organized by students group-wise, class wise or any other way without specific permission of the Junior Supervisor of the College or the Principal)
- 13) Students must abide by the rules regarding library and reading room facilities framed by the Librarian from time to time. Students should observe complete silence in the library.



- 14) No contribution is to be collected or any subscription raised for any association or society or even for a public cause without prior written permission from the Principal or the Junior Supervisor.
- 15) Funds for the Red Cross Day, collection for the blind or for the Natural Calamities such as earth quake, flood may be raised in the college by the college authorities. Students may contribute to the same voluntarily.
- 16) No society or association shall be formed in the college and no person invited to address a meeting without the Principal's/Jr. Supervisor's prior knowledge or permission.
- 17) In college debates and other meetings, the Chair shall be taken by a responsible person approved by the Principal and the subject of debate shall have previous approval of the Principal.
- 18) No student shall communicate any information or write about any matter dealing with the college administration in the Press.
- 19) Students are expected to take proper care of the college property & help in keeping the premises neat and clean. Damaging the property of the college e.g. disfiguring walls, doors, fittings, or breaking furniture, black board etc. is a breach of discipline and will attract punishment.
- 20) Students are expected to make good any damage done by them to building or furniture.
- 21) Students should not leave their books, valuables and other belongings in their class room/Ladies' Common Room etc. Whenever they go away from their class room for any reason, they are advised to carry with them their belongings. The college is not responsible for any lost property.
- 22) No outsider is permitted in the college building. No student should be found talking to outsiders.
- 23) Students requiring the Principal's signature on any kind of documents or application, should first contact the office of the College. No paper should be brought by the student directly to the Principal for his/ her signature.
- 24) If for any reason, the continuance of a student in the College is detrimental to the best interest of the college, the Principal may ask such a student to leave the College without assigning any reason.
- 25) Students joining the College are supposed to observe and abide by all the rules and regulations of the college and undertake to submit to the normal enforcement of the same to the satisfaction of the Principal, whose decision in this regard shall be final.
- 26) Matters not covered by the existing rules shall rest at the absolute discretion of the Principal.

Laukar

I/C. Principal
Sanskar Sarjan Education Society's
D.T.S.S. College of Commerce
Kurur Village, Malad (East),
Mumbai-400 097.

