

IIMT COLLEGE OF ENGINEERING, GREATER NOIDA
STUDENT'S PROFESSIONAL ETHICS AND CODE OF CONDUCT

A set of guidelines in the form of rules and regulations are defined for students, which are required to be followed by them religiously, and adopted as their way of life, while in the campus. These guidelines will serve as benchmarks that help students to emerge as confident, promising, and polished individually. All the students are required to be well aware with this Code, which is available on the official website of the IIMT College of Engineering, Greater Noida.

1. Students are expected to maintain the highest standards of discipline and dignified manner of behavior inside as well as outside of the IIMT campus. They shall abide by the rules and regulations of the College and should act in a way that highlights the discipline and dignity of the IIMT College.
2. All students must come to the college in time. The late comers may not be allowed to enter the college. The college timings are from 9.00 a.m. to 5.00 p.m. from Monday to Friday (Five working days for students)
3. All the students are expected to be present in the class well within time and late coming may result in loss of attendance for the corresponding period.
4. Students shall stand up from their seats when the teacher enters the class room and silence should be maintained during class hours.
5. Teachers shall be greeted appropriately when the teacher enters or leaves the classroom.
6. No student shall enter or leave in the classroom when the class is in progress, without the permission of the teacher concerned.
7. Students having lab sessions, have to report to the lab on time.
8. In seminar / project presentations etc., it is compulsory that all the students of the concerned class should be present for the entire session.

9. Students can leave the campus during class hours only after getting a gate pass from the HOD or the mentor and after making entry in the Gate Register maintained by the gatekeeper.
10. All students shall leave the classes immediately after 5.00 p.m. No students shall wander or gather in corridor, staircase etc. Do not spend much time in canteen, coffee shops etc.
11. All leave applications (Regular & Medical) shall be submitted in time concerned mentor for approval from the HOD, the medical leave shall be accompanied by valid medical certificate only.
12. Students shall come to the college in approved uniforms with formal blazer (according to weather), tie, and shirts tucked into trousers with belt and shoes. Rubber or plastic sleepers are strictly prohibited.
13. All the students are expected to attend all college events and functions in college uniform unless otherwise specified.
14. Any dress code violation noticed within the campus will attract a penalty and could initiate further disciplinary actions.
15. All the students shall wear their identity cards and it should be well displayed, any teaching and non-teaching staff shall have the right to peruse it. Denial of that alone invites disciplinary action.
16. Students are expected to maintain silence in the academic buildings to maintain the decorum and, any deviant behavior such as hooting, whistling, loitering etc. will be treated as an instance of indiscipline.
17. For self study, students are expected to use the class rooms, library or the demarcated areas of the academic building and shall not resort to sitting in staircases or circulation areas where they could interfere with the free movement.
18. Students are encouraged to make use of the library, common computing facilities and to involve in professional body activities or any program authorized by the college beyond class hours. However under normal circumstances students shall retreat to their hostels or residences by 5.00 p.m.
19. Access to academic buildings beyond the above timing and on holidays without written

permission from the concerned HOD will be treated as a case of indiscipline.

20. Students are not permitted to use mobile phones during the class or Lab and the mobile phones shall be kept either switch off or in silent mode. Otherwise, all the teachers are empowered to seize mobile phones during the class or Lab.
21. Keep the campus neat and clean and do not put the waste here & there in the campus except in the waste baskets kept. Any violation of this shall invite a penalty.
22. Consumption of intoxicants / psychotropic substances in any form or smoking or using chewing-gum, pan masala etc. are strictly prohibited.
23. It is strongly advised to refrain from activities such as scribbling or noting on walls, door, or furniture, which could deface the college and destroy the academic ambiance.
24. Carefully handle the furniture, equipments, fixtures, and appliances of the college and lab. Careless handling/misuse of the above could result personal injuries or damage to property. Follow safety precautions near moving machines and electrical installations. In case of damage or theft of the college property, the disciplinary action must be initiated with fine.
25. Any student who notices something damaged should report to the mentor or HOD even if he/she does not know who has done it.
26. Students are not permitted to arrange any unauthorized celebrations and decorations of any extent in the campus.
27. Students are not permitted to distribute or display (both physically and electronically) material such as notices, banners etc. in the campus without the permission of the competent authority.
28. It is advisable not to bring valuable articles like expensive watches, costly mobile phones or any electronic gadgets and jewellery etc. The college shall not be responsible for any article lost. Lending or borrowing of money or valuable articles is strictly prohibited. In case of any loss, the college will not be responsible.
29. Bringing weapon, sharp articles, fireworks or extending any kind of support for exploding crackers or splashing water or color in the college premises or outside in the vicinity of

the college is strictly prohibited, even during festival time. Non-compliance of these instructions can result in expulsion from the college.

30. Students are expected to make use of academic, co-curricular and extracurricular facilities available to the optimum levels. This will certainly make them physically fit, academically competent, mentally alert and socially sensitive.
31. Students who intend to represent the college in intercollegiate events shall take prior permission from the concerned head of the department and the selection will be based on parameters such as academic performance, attendance, character, existing academic pressure and competence of the student in the proposed event for participation.
32. Students are required to check the Notice Board and website of the college for important announcements regularly.
33. Every student must have at least 75% attendance to appear in the final Examination. Those who fail to fulfill these criteria will be debarred.
34. During sessional or PUT examinations, students are not allowed to leave the hall before completion of the exam time, and students have to occupy the seat 15 minutes before the commencement of the examination.
35. Harassing juniors, ill treatment to other fellow students or any such form of ragging is objectionable and liable to be treated as criminal offence by the law enforcing agencies as per the directives of Hon'ble Supreme Court of India.
36. Misbehavior towards girl students, use of threat or violence against any fellow students or staff members will be considered as very serious cases of misconduct.
37. Advised to pay fees in advance or in time, this will avoid fines. Students shall not allow in final examination until and unless all the dues of the college are settled.
38. Students must share the correct contact details of the respective HODs as well as mentors with the parents and vice-versa.
39. Students are warned not to buy any eatable from the street vendors.
40. Students should be very polite wherever they go. They should always remember that the college is judged by their behavior and conduct. Use of abusive language / passing filthy or vulgar comments will invite stern action immediately.

41. Students should greet their teachers whenever they meet them. No student should use any foul language against any teacher, visitor, or guest of the college.

In case of any instance of non-compliance of existing rules or any observed matter/behavior that deviates from the vision and mission of IIMT College of Engineering, all the staff members are empowered to initiate disciplinary procedure by submitting written statement to the Director, which in turn may lead to the constitution of an enquiry committee and further proceedings. The action may be in the form of warning, fine, calling parents or any course of corrective measure as found suitable by the committee or higher authority of the College. Expulsion from the College is enough for expulsion from the hostel.