

**NATIONAL INSTITUTE OF TECHNOLOGY
CALICUT**

**STUDENTS' CONDUCT AND
DISCIPLINARY CODE 2022**

Section 1: Preamble

WHEREAS the Hon'ble High Court of Kerala in R P No. 435/2003 (Sojan Francis Vs M G University 2003 (2) KLT 582) has directed all the Universities in Kerala to lay down appropriate rules and regulations to enforce discipline in the Campus which will be binding on all the students studying in the University.

And whereas the University Grants Commission (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and students in Higher Educational Institutions) Regulations, 2015 directs higher educational institutions (HEIs) to appropriately subsume the spirit of the regulations in the policy and regulations on prevention and prohibition of sexual harassment against the employees and students and modify the ordinances and rules of the HEIs in consonance with the requirements of the regulations therein.

And in view of the stipulations contained in the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 (Act No. 14 of 2013),

The Senate of the NIT Calicut hence in its 87th meeting held on 14 July, 2022 decided to modify the Students' Conduct and Disciplinary Code 2007.

Section 2: Title and Commencement

This Code may be called as National Institute of Technology Calicut Students' Conduct and Disciplinary Code 2022. The Code shall be deemed to have come into force from 14th July, 2022, the date on which the 87th Senate meeting resolved to implement this Conduct and Disciplinary Code.

Section 3: Objectives of the Code

National Institute of Technology Calicut envisions to develop high quality technical personnel with a sound footing on basic engineering principles, technical skills, innovative research capabilities and exemplary professional conduct to lead and to use technology for the progress of mankind, adapting themselves to changing technological environment with the highest ethical values as the inner strength. The establishment and maintenance of this National Level Technical Institution is to impart uninterrupted dissemination of knowledge. It is the place where both the teachers and the students are



invariably dependent for the cause of maintaining order and discipline in the Campus facilitating advancement of the very objective of the Institute. Rules and regulations are therefore meant to mark the contours of this needed order and discipline. It is necessary that the Institute should cultivate higher values of honesty, integrity, responsibility, mutual respect for persons and property and respect for human rights among its students. In order to achieve this, the Student community should necessarily practice these values and see that the rules envisaged in this code are strictly followed so that their conduct will be in conformity with and supportive of and conducive to the Institute's objectives and its cherished values.

Section 4: Applicability of the Code

The Code shall be applicable to all the students admitted to the Institute and including any academic programme, activity or event conducted by the Institute. It is the responsibility and duty of each and every student to become acquainted with all the provisions of the Code. It is presumed that every student from the date of his/her admission to the Institute to any academic programme/ activity/event has knowledge of this Code. All Students coming within the above categories are required to strictly adhere to this Code as a condition of their admission to the Institute and this Code would be binding on and enforceable against them or any among them.

Section 5: Responsibilities of the Students

It shall be the responsibility of the students

- 1) To read, become familiar with and adhere to this Code and any amendment brought to this Code.
- 2) Being ambassadors of the institute, students shall behave and conduct themselves in the institute campus, hostels and premises in a dignified and courteous manner showing due respect to the fellow students, authorities and all employees of the Institute including contractual staff and visitors to campus.
- 3) To follow decent and formal dressing manners.
- 4) To foster and maintain a vibrant academic, intellectual, cultural and social atmosphere which is consistent with the objectives of the Institute.
- 5) To access all educational opportunities and benefits available at the Institute and make good use of them to prosper academically and develop scientific temper.
- 6) To respect the laws of the country, human rights and to conduct in a responsible and dignified manner at all times.
- 7) To respect the cultural and social values nurtured and followed by People of this Country.
- 8) To report any violation of this Code to the functionaries under this Code.



Section 6: Behavior of the Students

- 1) Groupism of any kind that would distort the harmony in the campus is not permitted.
- 2) Students are expected to spend their free time in the Library/Reading Room. They shall not loiter along the verandahs or crowd in front of the offices or the Campus roads. Students should refrain from sitting on places such as parapets, stairs, footpaths etc.
- 3) NITC is a smoking free, alcohol free and narcotics free campus.
- 4) Students shall not use mobile phones in Classrooms, Library, Examination Halls, Laboratories and Computer centres without the permission of the authorities. They may use such gadgets judiciously in other academic areas like in Faculty rooms, Department offices, corridors etc.
- 5) Students shall not indulge in any undesirable and indecent behavior including physical intimacy of sexual nature and should abstain from Public Display of Affection (under the purview of Section 294 of the IPC) within the campus and shall maintain highest standards of discipline.
- 6) Students shall refrain from all activities considered as ragging which is a criminal offence.
- 7) Possession or consumption of narcotic drugs, tobacco, alcohol and other intoxicating substances are strictly prohibited in the campus and the hostels.
- 8) Students are prohibited from indulging in anti-institutional, anti-national, anti-social, communal, immoral or political expressions and activities within the Campus and hostels.
- 9) Politically based students' and other organizations or outfits are not allowed in the Campus. Students are strictly prohibited from organizing, attending or participating in any activity or agitation sponsored by politically based organizations.
- 10) Students shall not deface, disfigure, damage or destroy or cause any loss in any manner to public, private or Institute properties.
- 11) Unauthorized entry of outsiders into the campus as well as hostels is strictly prohibited. Without specific permission of the authorities, students shall not bring outsiders to the Institute or hostels.
- 12) No one shall bring, distribute or circulate unauthorized notices, pamphlets, leaflets etc., within the Campus or hostels. The possession, distribution or exhibition of any item by any means which is per se obscene is prohibited.
- 13) No student shall exhibit banners, flags, boards etc., inside the campus, gates, and buildings or on the compound walls without



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the written permission of the authorities.

- 14) No student shall collect money either by request or by coercion from others within the campus or hostels
- 15) The Institute being a temple of learning and an exclusive academic zone, nobody shall respond to any call for any form of strike, procession or agitation including slogan shouting, dharna, burning in effigy or indulge in any act which may harm the peaceful atmosphere of the Institution and shall eschew from violence in the Campus and hostels and even outside.
- 16) Engaging in gherao, keeping under captivity or illegally confining any official of the Institute is prohibited.
- 17) No student shall exert undue influence on fellow students.
- 18) Possession or usage of weapons, explosives or anything that causes injury/ damage to the life and limb or body of any human being or property is prohibited.
- 19) No motorized vehicles are permitted within the campus without the prior permission of the authorities.
- 20) No student shall enter or leave the classroom/examination halls when the session/exam is in progress without the permission of the teacher.
- 21) Students charged with criminal offence or under suspension shall not enter the Institute Campus without the permission of the competent authority.
- 22) Any case of criminal activity or violation of law and order in the Institute Campus will be reported to the police.
- 23) Maintaining the pristine beauty/cleanliness of the campus is the responsibility of the students. Hence, littering the campus including classrooms, laboratories, library, office spaces, hostels, and free spaces should be strictly avoided.
- 24) Any student who is persistently insubordinate, is repeatedly or willfully mischievous, is guilty of fraud or malpractice in connection with examinations or who, in the opinion of the competent authority, is likely to have an unwholesome influence on his/ her fellow students, will be removed from the rolls.
- 25) Any conduct which leads to lowering the esteem of / defames the institute either inside or outside the campus is strictly prohibited.
- 26) No student shall refuse to identify oneself and shall produce their valid institute ID card when demanded by college officials like faculty, non-teaching staff, security personnel and any authorized individual.
- 27) Students shall not access any unauthorized part of the institute like open terraces of all the buildings and secluded areas of the



campus without the prior permission of the authorities.

- 28) Students shall follow digital etiquette strictly conforming to the IT Policies of the Government of India on social media usage. They shall not make a photographic or video record of anyone in the Campus with the intention of harming/defaming the individual/ institute. The storing, sharing, and/or distributing such records/videos/contents with the aforesaid intention will attract strict disciplinary action.
- 29) NIT Calicut is a sexual-harassment free zone. Students shall not involve in any kind of acts which amounts to sexual harassment towards fellow students, authorities and all employees of the Institute including contractual staff and visitors to campus.

The CAMPUS is defined according to The UGC (Prevention, prohibition and redressal of sexual harassment of women employees and students in Higher Educational Institutions) Regulations, 2015 as -Location or the land on which a Higher Educational Institution (HEI) and its related institutional facilities like libraries, laboratories, lecture halls, residences, toilets, halls, student centres, hostels, dining halls, stadiums, park like settings, parking areas and other amenities like health centres, canteens, bank counters etc., are situated and also includes extended campus and covers within its scope, places visited as a student of the HEI including transportation provided for the purpose of commuting to and from the institution, the locations outside the institutions on field trips, internships, study tours, excursions, short term placements, places used for camps, cultural festivals, sports meets, and such other activities where a person is participating in the capacity of an employee/ student of the HEI.

The act of sexual harassment could be any of the following:

- (i) Any unwelcome physical, verbal or non-verbal conduct of sexual nature;
- (ii) Demand or request for sexual favours.
- (iii) Making sexually coloured remarks.
- (iv) Physical contact and advances
- (v) Showing pornography

Any violation of the code of conduct against Sexual Harassment of Women employees/ students will invite extremely strict institute level punishment and/or police action. Punishment at institute level can be in the form of:

- (i) warning
- (ii) written apology
- (iii) undergoing compulsory counselling sessions and community service.
- (iv) imposition of fines



- (v) withholding stipend/ scholarship /placement services
- (vi) adverse entries in the conduct certificate
- (vii) expulsion from the hostel/institute

31) Academic and Research Conduct

The expectations governing the academic and research conduct of members of the NITC community include, but are not limited to, the following:

- (i) The integrity of examination materials and the examination process will be respected and no students shall engage in malpractice of any kind whatsoever.
- (ii) Any and all work submitted by a student for evaluation – whether for a class assignment, quiz, exam, paper, project, presentation – must be the students’ own.
- (iii) All research findings by students, faculty and/or project staff - including experimental and simulation data - submitted for evaluation (internal or external) should be his/her own and these findings must be obtained in accordance with honest research practices and must be accurately reported.
- (iv) All sources used in term and research papers, presentations, projects, reports, etc. are to be appropriately cited, and any input from others (when allowed) is to be duly acknowledged.
- (v) Copying in whole or in part from another source (e.g., book, paper, online article, etc.) without proper and adequate citation comes under plagiarism which is prohibited.

Section 7: Disciplinary Sanctions

Any student exhibiting prohibited behavior mentioned in this Code shall depending upon the gravity of the misconduct or depending on its recurrence be subjected to any of the following disciplinary sanctions.

I. Minor Sanctions

1) Warning or Reprimand

This is the least sanction envisaged in this Code. The student engaged in any prohibited behavior will be issued a warning letter.

2) Tendering Apology

The student engaged in any prohibited behavior may be asked to tender an apology for his/her act, undertaking that he/she shall not indulge in such or any of the prohibited behavior in future.

II. Major Sanctions

1) Debarring from Examinations

A student/group of students may be debarred from writing all/any/some of the examinations, which forms part of the academic programme for which he/she/they has/ have joined.



2) Suspension

A student may be suspended from the Institute for violation of any of the provisions of this Code. The period of suspension and conditions, if any, shall be clearly indicated in the communication addressed to the student. The student shall lose his/her attendance for the suspended period.

3) Restitution

Restitution implies reimbursement in terms of money and/or services to compensate for personal injury or loss, damage/disfiguration to property of the Institute or any property kept in the premises of the Institute in any manner. The students/group of students may be asked to compensate for the loss that has been caused to any person or property of the Institute or any property kept in the premises of the Institute due to the act of vandalism perpetrated by the students. The students/group of students shall also be liable to put in their service to restore any loss or damage caused to any property and thereby bringing it to its original form if it is possible

4) Forfeiture

Caution deposit of any student engaged in any prohibited behavior shall be forfeited.

5) Expulsion

This is the extreme form of disciplinary action and shall be resorted to only in cases where stringent action is warranted. Expulsion is the permanent dismissal of a student from the Institute. Such a student will not be eligible for readmission to any of the courses of this Institute.

Section 8: Functionaries under the Code

- 1) **Heads of the Departments/ Presiding Officer ICC /Faculty Advisors/ Chief Warden/ Wardens of Hostels.** As the persons in charge of the Departments/Hostels, the respective functionaries of all teaching Departments and Hostels shall have the power and duty to take immediate action to curb any prohibited behavior as envisaged under this code. As these functionaries cannot single-handedly manage the entire issue, they can assign part of the work to the teachers. The teachers of all the departments/ wardens have the responsibility to inform incidents of prohibited behavior to the Head of the Departments/ Presiding officer ICC /Chief Warden so that any serious issue can be settled before the same goes out of control. The Head of the Departments/ Chief Warden shall have the power to impose minor sanctions as envisaged under section 7(I) of this Code. They can also recommend imposition of major sanctions as



envisaged under section 7(II) of this Code to the Director. The Presiding officer ICC shall have the power to recommend to the Director, imposition of sanctions as envisaged under section 6(30) of this Code. The Head of the Departments/ Presiding officer ICC / Faculty Advisors/Chief Warden/ Wardens of Hostels while taking any action as envisaged in the code shall do so in an impartial manner and see to it that the sanction imposed/proposed is commensurate with the gravity of the prohibited behavior. Any lapse on the part of a teacher /Warden to report any instance of violence and misconduct on the part of the students shall be reported to the Director by the respective Head of the Departments/Chief Warden. The Wardens of Hostels shall be responsible for maintaining strict discipline and decorum in the hostel. He/she shall specifically see to it that the inmates of the hostel do not involve themselves in violation of any clause under Section 6 of this Code.

2) Deans

Any authority of the Institute with delegated powers shall have the power to visit/inspect any premises, buildings or any property of the Institute when there is a genuine doubt that any act of prohibited behavior is taking place and can take any lawful actions to curb such behavior. The HODs/ Faculty Advisors/Chief Warden/ Wardens of Hostels shall report to the Dean (Students' Welfare) any instances of prohibited behavior, who in turn shall bring it to the notice of the Director. The Dean (Students' Welfare) shall forward the recommendations from the HODs/ Chief Warden to impose a major sanction under Section 7(II) of this Code to the Director after noting his observations. The Dean (Students' Welfare) can also suo moto recommend action against any student/students indulging in prohibited behavior which is brought to his/ her notice.

3) Director

The Director shall be the ultimate authority in imposing major sanctions as envisaged under Sections 6(30) and 7(II) against the students for acts of prohibited behavior. The Director may at his discretion and depending on the merit of each case, entertain appeals from student/students aggrieved by the action of any authority of the Institute.

Section 9: Right to Appeal

The student/students aggrieved by the action of any authority of the Institute under or subordinate to the Director can appeal to the Director and any student aggrieved by the action of the Director can appeal to the Senate. The decision of the Senate shall be final and binding on the students.

Section 10: Assistance from Law Enforcement Agencies

The Deans/ HoDs/ Presiding Officer ICC/ Chief Warden shall have



the power and duty to call the Police immediately with the concurrence of the Director when there is a threat to Law and Order situation in the Campus and also when there is a genuine apprehension that any incident of rioting, vandalism or any other act prohibited by law is likely to take place. The Deans/ HoDs/ Presiding officer ICC / Chief Warden shall in such a case give a detailed report to the Director. The Director/ Deans/ HoDs/ Presiding officer ICC / Chief Warden can also arrange for video recording of the entire situation and take requisite actions through police and other concerned authorities.

Section 11: Grievance Redressal Committee

The students can air their grievances to the Grievance Redressal Committee of the institute.

Section 12: Undertaking/Declaration by the Students and Parents/Guardian

The students joining any academic programme of the Institute and their parents/Guardians will have to give an undertaking/declaration to the effect that he/she will comply with the provisions envisaged in this Code in letter and spirit.

Section 13: Opportunity for Hearing

No order other than an order on suspension/warning issued to a student shall be passed without giving an opportunity for the student(s) to be heard.

Section 14: Ultimate Authority

For all disciplinary matters related to students, the Director shall be the ultimate authority as provided herein.

Section 15: Amendments to the Code

The Senate of the Institute shall have the power to amend any of the provisions in this Code. The amendments shall be brought to the attention of the students, parents/guardians and teachers of the Institute through notice displayed on the notice boards of the Institute/ institute website/ e-mail.

