

Procedure and policies for maintaining and utilizing physical, academic and support facilities- laboratory, library, sports complex, computers, classrooms, etc

Rules and Regulations of Departmental Laboratory:

1. The concerning HoDs shall be in charge of the departmental laboratory.
2. Purchase of lab equipments and materials shall be done on the basis of the demand of the departments concerned.
3. Only the students of the concerning departments shall be allowed to enter the labs
4. As there is no lab bearer, students from 5th or 6th Semesters are entrusted to help in activities concerned.
5. Any one causing damage of equipment/apparatus shall be liable for replacing the same and will have to face disciplinary action.
6. The equipments should be kept properly after use.
7. Shoes are not allowed inside the laboratory.

Rules and Regulations of Sports Complex:

- 1 College students are allowed to enter and permitted to practice after getting properly enrolled
2. Outsiders are allowed in limited number after enrollment as per procedure.
3. Shoes are not allowed inside the Gymnasium.
4. Any use of intoxicant is strictly prohibited.
5. Admission of Teaching and Non-Teaching faculty of the college shall be free.
6. No use of dietary supplement is allowed.
7. Each student must carry their own towels and water bottle for personal use.
8. In normal circumstances, the maximum duration for exercise per student shall be one hour only.
9. Participants shall be responsible for any damage of equipment.
10. Skin-fit sports-wear is not allowed.

Rules and Regulations of Class Room

1. A student without uniform shall not be allowed to enter the class room.
2. Students must maintain punctuality and discipline.
3. Use of mobile phone is strictly prohibited.
4. There shall be no dragging of shoes.
5. Students must maintain silence.
6. Students must keep themselves away from releasing any high pitched voice.
7. Every student must stick to the principle of 'no-ragging'.

Rules and Regulations of Library

1. The Library remains open from 9 a.m. to 4 p.m. in all working days.
2. Every student is provided with 02 nos. of card- one for Home Section and the other for Reading Section
3. Honours students are issued 02 books for Home Section at a time.
4. The Students can borrow 02 books at a time for one week.
5. A student can keep a book for another week at stretch, if required, after renewing the process.
6. If the borrowed books are lost or damaged, he/she will have to deposit a new copy to the Library or will have to pay four times value of the book.
7. For Home Section, it is necessary to fill up the requisite slip Books are issued one hour after this process.
8. Readers/Borrowers are requested to check the book if there is any damage/torn at the time of borrowing. No complaint shall be entertained later.

9. Books/Journal/Magazine/Question Papers issued for Reading Section must be returned on the day of borrowing.
10. No book is issued after 2.30 p.m.
11. Failure to return a book within the stipulated time shall invite fine as per rule.
12. Students are to maintain complete silence mandatorily in the library.
13. The Library provides Book Bank facility to the needy students, under the provision of which a student can borrow text/reference books for the entire session.