

**KES's  
Rajarambapu College of Pharmacy, Kasegaon**

**Admission:**

It shall be implemented by rules and regulation of DTE, PCI, AICTE and Shivaji University, Kolhapur.

**1. RULES AND REGULATIONS FOR STUDENTS:**

1. The students should be aware of the Institute rules. They are also advised to go through detailed hostel rules and Prevention of Ragging rules given separately. Ignorance and or breach of rules shall not be an excuse for violation.
2. Each student shall show due respect and courtesy to the teachers, administrators, staff of the Institute, and to the visitors and residents of the Institute, and good behavior to fellow students.
3. Lack of courtesy and decorum; conduct within and outside the Institute; damage to Institute property, removal of any property belonging to the Institute, fellow students or other personnel and residents of the Institute; use of abusive and offensive language: disturbing fellow students in their studies; breach of rules and regulations of the Institute; adoption of unfair practices in tests, quizzes, assignments, or examinations; noisy and unruly behavior shall constitute violation of the code of conduct.
4. Late arrival and early departure at or from a class shall be recorded as absence from the class. Students are not allowed to leave the institute during working hours without the written permission of the Principal.
5. Students are not allowed to operate any machinery / equipment without the permission of the instructor.
6. The students at the institute require attention and diligence. A student neglecting his / her studies and having unsatisfactory progress shall be given two warnings after which if he/ she fails to improve, he/she will be liable for expulsion from the institute.
7. It is compulsory for the students to attend functions /activities organized by the institute on various occasions like Independence Day, Republic Day, Annual Day, etc whether the function falls on a working day or on holidays. Absence from such functions without valid reasons will invite disciplinary action.
8. Students shall observe all safety precautions. The institute is not responsible for any theft/ accident, of whatever nature, in the institute, hostel, workshop, play ground and during summer training and industrial training or educational tour/trip.

9. Students are prohibited to take part in ragging, political activity or any activity which is detrimental to the dignity of the institute. Any student found violating the rule or bringing disrepute to the institute will be expelled from the institute.
10. Students must make all possible efforts to conserve electricity and water. They must switch off lights & fans when they leave the class room/ hostel room, lab etc. Students must help to keep the institute neat and clean and also preserve and maintain the gardens.
11. Students must pay their fees/dues on or before the prescribed deadline failing which appropriate disciplinary action will be taken. Students may note that the fees once paid will not be refunded/ adjusted. If a student leaves the course before completion, he/she will be required to pay the fee for the entire course.
12. Students must keep their identity cards always with them and shall show the same on demand by any faculty of the institute.
13. Candidates have to fulfill the minimum attendance requirements as per university norms (75%). No students will absent himself/herself from any of the lectures without leave having been obtained previously from the Class Incharge and that too for sufficient cause and if he/she is irregular in attendance, or fails to show progress or is not diligent in studies, his /her name is liable to be struck off from the rolls of the institute.
14. Any student found smoking or under the influence of intoxication of alcohol/drugs in the Institute or in the Hostel is liable to strict disciplinary action which may be up to expulsion from the Institute.
15. The students are advised to see regularly the notices displayed on the Institute/hostel notice boards. The notice displayed on these notice boards shall be deemed to have been served on the students.
16. All applications must be addressed to the Principal.
17. The Principal reserves the right to modify any of the Institute rules as and when necessary. The decision of the Principal in all matters shall be final.
18. The students shall follow the institution given on the notice board.