

Date: 15/12/2025

CODE OF CONDUCT

Applicability & Scope

This Code of Conduct shall be applicable to **all students, teaching staff, and non-teaching staff** of the Institute. The provisions of this Code shall apply **within the campus, during off-campus academic and institutional activities, on digital and online platforms, and whenever an individual represents the Institute or Gokhale Education Society** in any official capacity.

Institutional Values & Ethical Commitment

All stakeholders shall uphold the values of **integrity, discipline, professionalism, mutual respect, academic honesty, inclusiveness, social responsibility, and ethical conduct**, in alignment with the **Vision, Mission, and Philosophy of Gokhale Education Society's R. H. Sapat College of Engineering, Management Studies and Research.**

CODE OF CONDUCT – STUDENTS

A. General Discipline & Behavior

1. Students shall **strictly comply** with all **rules, regulations, circulars, and instructions** issued by the Institute, University, Government, and Statutory authorities.
2. Students shall wear the **prescribed uniform** and display a valid **Identity Card** at all times within the campus.
3. Students shall maintain **polite, respectful, and professional conduct** with faculty members, non-teaching staff, peers, parents, and visitors.
4. **Ragging in any form is strictly prohibited inside or outside the campus.** Any student found indulging in, abetting, or promoting ragging shall be treated as a defaulter and shall invite strict disciplinary action by the Institute, in addition to legal action as per prevailing laws.
5. Students shall **protect institutional property** and shall be held **personally responsible** for any damage or misuse.
6. Students shall maintain **cleanliness, hygiene, and environmental discipline** across the campus.
7. **Consumption, possession, sale, or promotion of alcohol, tobacco, narcotic drugs, psychotropic substances, or intoxicants is strictly prohibited** and punishable under **statutory laws.**
8. Students shall **not indulge in any anti-social, anti-religion, anti-national, unlawful, violent, or extremist activities** that threaten **national integrity, public order, institutional harmony, or societal peace.**
9. **Harassment, bullying, intimidation, discrimination, coercion, gambling, or moral misconduct** shall be treated as **serious violations.**
10. Any act that **damages the reputation, dignity, or public image** of the Institute or Gokhale Education Society is prohibited.

B. Academic Responsibility

1. Students shall adhere to the **academic calendar** and maintain **punctuality and regularity** in academic activities.
2. A minimum of **75% attendance per semester** is mandatory as per **University norms**.
3. Absence without **prior permission or valid justification** shall be treated as indiscipline.
4. Students shall maintain **academic integrity** and shall not engage in **cheating, plagiarism, impersonation, or unfair means**.
5. **Plagiarism detection tools** shall be used before submission of projects, reports, or research work.
6. Active participation in **assignments, assessments, seminars, workshops, projects, and experiential learning activities** is expected.
7. Students are encouraged to utilize **library resources, digital platforms, journals, and institutional repositories** for self-learning.

C. Digital & Cyber Etiquette

1. Mobile phones shall be kept on **silent mode** during academic hours.
2. Students shall ensure **ethical and authorized use** of institutional IT resources.
3. **Cyber bullying, hacking, unauthorized access, data theft, or circulation of offensive or confidential content** is prohibited.
4. Students shall regularly check **official emails, ERP portals, and notices** and keep contact details updated.

D. Administrative Compliance

1. Students shall submit **scholarship, examination, and institutional forms** accurately and within deadlines.
2. Scholarship amounts credited, if any, in their registered bank account by the Government department shall be **transferred to the Institute** within 8 days as per **Government directives**.
3. Non-compliance may lead to **denial of academic or examination-related services**.

E. Co-curricular & Extracurricular Participation

1. Participation in **technical, cultural, sports, social outreach, innovation, and club activities** is encouraged.
2. Students shall maintain **discipline, dignity, and professionalism** during off-campus representations.

F. Health, Safety & Environmental Responsibility

1. **Laboratory safety rules and use of Personal Protective Equipment (PPE)** shall be strictly followed.
2. Accidents or unsafe conditions shall be **reported immediately**.
3. Students shall practice **energy conservation, environmental protection, and responsible resource usage**.

Disciplinary Action & Grievance Redressal

Violation of this Code of Conduct shall invite appropriate disciplinary action, including warnings, penalties, or inquiry by the competent authority or designated committees, in accordance with institutional rules and applicable laws. Grievances may be addressed through the Grievance Redressal Cell, Internal Complaints Committee, or Anti-Ragging Committee, as applicable.

Review & Amendment

This Code of Conduct may be reviewed and amended periodically with the approval of the competent authority, to ensure alignment with statutory requirements and institutional objectives.

This Code of Conduct serves as a guiding framework for ethical behavior, professional responsibility, and institutional discipline. Compliance with this Code is mandatory for all stakeholders, and adherence is expected not merely as a regulatory requirement but as a shared commitment towards academic excellence, integrity, and holistic development of the Institute.

Dr. S. S. Sane

Principal