

# THE W.B. NATIONAL UNIVERSITY OF JURIDICAL SCIENCES

## STUDENT CODE OF CONDUCT

### PREAMBLE

- This Handbook indicates the standard procedures and practices of the WB National University of Juridical Sciences (hereinafter referred to as the 'University') for all students enrolling with the University for pursuing varied courses. All students must know that it is incumbent upon them to abide by this Code of Ethics and Conduct (hereinafter referred to as the 'Code') and the rights, responsibilities including the restrictions flowing from it.
- That the University's endeavour by means of enforcing this Code is to pioneer and administer a student discipline process that is egalitarian, conscientious, effectual and expeditious; and providing a system which promotes student growth through individual and collective responsibility.

### JURISDICTION

- The student code of conduct provided herein is applicable to all students of the WB National University of Juridical Sciences. The university has separate halls of residence for girls and boys. Both halls of residence have Wardens, who are available 24x7 on university premises. All grievances must be addressed to the Warden of the concerned hall of residence.
- The University shall have the jurisdiction over the conduct of the students associated /enrolled with the Institute and to take cognisance of all acts of misconduct including incidents of ragging or otherwise which are taking place on the University campus or in connection with the Institute related activities and functions.
- University may also exercise jurisdiction over conduct which occurs off-campus violating the ideal student conduct and discipline as laid down in this Policy and other regulations, as if the conduct has occurred on campus which shall include
  - a) Any violations of the Sexual Harassment Policy of the Institute against other students of the Institute.

- b) Physical assault, threats of violence, or conduct that threatens the health or safety of any person including other students of the Institute;
- c) Possession or use of weapons, explosives, or destructive devices off-campus
- d) Manufacture, sale, or distribution of prohibited drugs, alcohol etc.
- e) Conduct which has a negative impact or constitutes a nuisance to members of the surrounding off-campus community.

The University, while determining whether or not to exercise such off-campus jurisdiction in situations enumerated hereinabove, the University shall consider the seriousness of the alleged offense, the risk of harm involved, whether the victim(s) are members of the campus community and/or whether the off campus conduct is part of a series of actions, which occurred both on, and off-campus.

#### ETHICS AND CODE OF CONDUCT

- The hostel rooms are subject to inspection at any time of the day or night. The Wardens/Officers of the University shall ensure that hostel rooms, Common Rooms, Verandahs and surroundings are kept neat and tidy and no unauthorized items like liquor, narcotic drugs and psycho tropic substances, lethal weapons etc., are kept in the rooms in the hostel. It shall be the duty of students to help and assist the University Staff, Wardens and Assistant Wardens in discharging their responsibility in an appropriate manner.
- Undergraduate students require an Out Pass for an outing on weekends and on other days if there are no classes. These out passes will be issued by the Warden with information to Security officer. Graduate students do not require an Out Pass but must inform the Warden or an Assistant Warden in advance in writing of an outing for security purposes. All students must carry their student I.D. Cards for the purpose of entry and exit from the Campus as security staff are required to check this to allow an entry or exit of a student.
- Students who have left the Campus to visit their family or friends or for other purposes must return to the Campus before 11:00 pm. All students (Graduate & Undergraduate) must return to their respective hostels by 2 AM on all days of the

week. Students must make sure that they do not bring back with them any item which is prohibited on the campus.

- Students should not keep or store unauthorized substances, property, pets, or weapons or allow guests to stay in their rooms. Students should not smoke and should not indulge in the use of psychotropic drugs or alcohol in the Campus. Possession of these items will be regarded as breach of these regulations.
- Students should consider and suggest ways to the Warden to enhance and enrich campus life. Students should keep their rooms neat and tidy and ensure proper hygiene. Students should ensure proper hygiene in using the recreation room and the toilets.
- Students must take care to use electricity, water and other facilities in an environment-friendly manner and avoid any wastage.
- Students are not allowed to enter areas designated exclusively for the opposite sex.
- Students should be appropriately dressed at all times.
- Students must keep their valuables in lock and key in their own rooms. The University is not responsible for the safety or loss of any personal property of the students.
- Students must ensure that University property such as furniture, fittings or equipment etc. are used with due care and caution. Any negligent use resulting in damage to any property will attract financial and other penalties. The total replacement cost, shall be borne individually and/or collectively by the students concerned. In addition, such acts shall also invite serious disciplinary action and punishment including expulsion of the vandal/s from the University.
- Students should maintain a high standard of decorum and propriety in the Campus. They should not indulge in displaying pornographic materials, or in gambling, ragging or sexual harassment. In addition, they shall not practice discrimination based on race, religion and place of origin etc. In particular, foreign students must be shown due courtesy and treated in a dignified manner.
- Students should not use in their rooms any high voltage electrical equipment, such as heating coils, press iron etc. If a student requires possession and usage of such equipments for medical purposes, prior permission must be taken from the concerned Hostel Warden, and a deposit fee of INR 5,000 per semester must be paid. If unauthorised usage of such equipment in any manner is found, the matter will be brought before the DC and the items will be seized.

- Students should not use any audio-visual equipment in a manner that may cause disturbance to others. They must use such equipment only with headphones.
- Students must report to the Warden any illegal activity or unacceptable behavior that they might have witnessed on the Campus.
- Students must deal with their room-mates, classmates, and the employees of the University and other service providers with courtesy and respect.

#### BREACH OF THE CODE OF CONDUCT

- If there is a case against a student for a possible breach of code of conduct, then a committee will be formed to recommend a suitable disciplinary action who shall inquire into the alleged violation and accordingly suggest the action to be taken against the said student. The committee may meet with the student to ascertain the misconduct and suggest one or more of the following disciplinary actions based on the nature of misconduct.
  - WARNING- Indicating that the action of the said delinquent student was in violation of the Code and any further acts of misconduct shall result in severe disciplinary action.
  - RESTRICTIONS -Reprimanding and Restricting access to various facilities on the campus for a specified period of time.
  - EXPULSION - Expulsion of a student from the University permanently. Indicating prohibition from entering the University premises or participating in any student related activities or campus residences etc.
  - MONETARY PENALTY- May also include suspension or forfeiture of scholarship/fellowship for a specific time period.
  - SUSPENSION- A student may be suspended for a specified period of time which will entail prohibition on participating in student related activities, classes, programs etc. Additionally, the student will be forbidden to use various University facilities unless permission is obtained from the Competent Authority. Suspension, may also follow by possible dismissal, along with the following additional penalties.
    - Withholding the grade card or certificate for the courses studied or work carried out.
- APPEAL- If the delinquent student is aggrieved by the imposition of any of the aforementioned penalties, he/she may appeal to the Vice Chancellor. The Vice Chancellor may decide on one of the following:

- Accept the recommendation of the committee and impose the punishment as suggested by the Committee or modify and impose any of the punishments as stipulated in this Code which is commensurate with the gravity of the proved misconduct, or
- Refer the case back to the committee for reconsideration.

In any case the decision of the Vice Chancellor is final and binding in all the cases where there is a possible misconduct by a student.