



AVS ENGINEERING COLLEGE



Military Road, Ammapet, Salem - 636 003.

(Approved by AICTE, New Delhi | Affiliated to Anna University, Chennai |
Recognized Under 2(f) of UGC Act 1956 | Accredited by NAAC with 'A' Grade)

CODE OF CONDUCT FOR STUDENTS

1. Dress Code

BOYS

- ❖ Formal dress with tucked in.
- ❖ Jeans are not permitted.
- ❖ Only formal shoes are allowed, Sports and canvas shoes are prohibited.
- ❖ Lab coats and designated shoes must be worn during laboratory classes.
- ❖ Wearing short chains around the neck is not allowed.
- ❖ Plastic bracelets are not allowed.
- ❖ Tattoos are not permitted.
- ❖ Hair coloring is not allowed and proper grooming is must.

GIRLS

- ❖ Only salwar suits are allowed.
- ❖ Leggings, short tops, and palazzos are prohibited.
- ❖ Only formal shoes are allowed
- ❖ Hair should be properly braided or tied and hair colouring is not permitted.
- ❖ Lab coats and specified shoes must be worn during lab sessions.

2. BUS AND TRANSPORTATION

- ❖ The Students must carry a bus pass and college ID card in the college bus.
- ❖ The students must travel only on the designated bus; any changes must be informed to the college bus authorities in advance.
- ❖ Any change of address must be reported to the transport in charge.
- ❖ Dancing, singing, and shouting are not allowed inside the bus.
- ❖ Standing on the footboard while traveling is prohibited.
- ❖ Celebrations inside the bus are strictly forbidden.
- ❖ Students should not talk with the opposite gender unnecessarily while on the bus and should refrain from damaging the bus.

3. CANTEEN / MESS

- ❖ The canteen is for dining purposes only and should not be used for recreational activities.
- ❖ Any kind of damage done to the canteen properties will be dealt with severely
- ❖ The canteen must be used only during designated break hours.

4. CANTEEN TIMINGS (Only on working days)

- ❖ Breakfast : 7.30 am – 8.45 am
- ❖ Lunch : 12.45 pm – 1.30 pm

5. GENERAL DISCIPLINE

- ❖ Students must wear their ID cards at all times.
- ❖ Celebrations such as Friendship Day, birthdays, Valentine's Day, Annual Day, Teachers' Day, New Year's Day etc., should not be organized independently within the college campus.
- ❖ Students must abide by safety precautions when in the lab and during class hours.
- ❖ The students should maintain a neat and clean campus.
- ❖ Students are advised not to write on or damage doors, walls, furniture, other properties of college.
- ❖ It is mandatory for students to obtain permission from the appropriate authority before distributing or displaying any materials, notices, pamphlets, or banners on campus.
- ❖ Dustbins must be used to dispose of waste and the campus must be kept clean.
- ❖ **Usage of cell phones is strictly prohibited inside the campus for any purpose other than academics.**
- ❖ Any form of ragging is strictly prohibited and will result in punishment according to University and Ministry of Human Resources Development guidelines.
- ❖ Eating inside the classroom is prohibited.
- ❖ The use of crackers, smoking, chewing pan masala, using drugs, and consuming alcohol are not allowed on campus.
- ❖ Any college property or assets must be safeguarded and must not be damaged.
- ❖ Rash driving and performing wheelies are strictly prohibited.
- ❖ Safety and traffic regulations must be followed at all cost.
- ❖ Misconduct directed at female staff and students, such as using threats or physical or psychological abuse will be considered seriously and will be dealt with in accordance with the law. The above-mentioned misbehavior towards any of the institutional personnel will also be dealt with as per legal provisions.
- ❖ Students coming in two-wheelers must compulsorily wear helmet and must have their driving license. Students without helmet will not be allowed entry into the campus.

6. CURRICULAR ACTIVITIES

- ❖ All classes must be attended regularly and punctuality is a must.
- ❖ All learning and assessment activities must be actively participated.
- ❖ Attendance for tests and model examinations is mandatory.
- ❖ The library must be used only during designated library hours.
- ❖ Submitting records, observation notebooks, and assignments on time is compulsory.

- ❖ Test schedule is as mentioned below

S.No	Test	Portion
1.	IAT 1	2 ½ Units [Unit - 1, Unit - 2 & Unit -3 (1/2 unit)]
2.	IAT 2	2 ½ Units [Unit -3 (1/2 Unit, Unit -4, Unit - 5]
3.	MODEL EXAM	All Five Units

7. LEAVE APPLICATION

- ❖ Prior approval must be obtained from the Class Counselor(CC) and Head of Department (HOD) before taking any leave.
- ❖ In case of illness, The CC and HOD must be informed immediately; CCs should contact parents and arrange for the student to go home if necessary.
- ❖ A medical certificate must be provided if the leave exceeds three days.
- ❖ A minimum of 75% attendance in each subject must be maintained to be eligible for University examinations.

8. ON DUTY

- ❖ On Duty will be granted to students to take part in Paper / Project presentations / Inter Collegiate meet.

9. ACCOLADES / APPRECIATIONS / CERTIFICATION FOR STUDENTS:

- ❖ Students who secures 1st, 2nd and 3rd place in End semester exams will be honored during the Achiever's day.
- ❖ Students with 100 % attendance in each academic year will be awarded.

10. INSTRUCTIONS TO HOSTEL STUDENTS

- ❖ In order to go home hostel students must have their leave letter signed by the Warden, CC, HOD, and Principal.
- ❖ The students are instructed to keep their belongings safe.
- ❖ Hostel students should not bring the day scholar inside hostel.
- ❖ The students should follow the Mess timings.

MESS TIMINGS (Hostellers)

- ❖ Breakfast : 7.30 am – 8.30 am
- ❖ Lunch : 12.45 pm – 1.30 pm
- ❖ Snacks : 4.30 pm – 5.00 pm
- ❖ Dinner : 7.30 pm – 8.30 pm