



Real Institute of Management and Research

Sai Shraddha Park, Near Beltarodi Police Station,

Beltarodi Road, Nagpur-440037

Code of Conduct

Code of Conduct for Students

All the students are responsible for conducting themselves in a manner which helps to enhance the environment of learning, dignity, freedom of each and every individual member in the college campus.

1. Adherence to Rules and Regulations:

- Students are required to comply with the rules and regulations set forth by the college.
- Maintain high standards of discipline and exhibit dignified behaviour both within and outside the college campus.

2. Attendance and Academic Responsibilities:

- Students must meet the minimum 75% attendance requirement.
- Fulfil obligations related to semester and annual system projects and assignments.

3. Prohibited Activities on Campus:

- Students are prohibited from wandering, gathering in verandas, corridors, staircases, or loitering anywhere on the college premises.
- Attend all classes promptly and refrain from abstaining oneself without proper justification.

4. Leave Application Procedure:

- All leave applications, whether regular or medical, must be submitted in a timely manner.
- Leave applications require approval from the Head of Department (HOD) and respective mentors.

5. Uniform and Dress Code:

- Students must adhere to the prescribed uniform:
 - Boys: Formal black T- shirt tucked into formal Black trousers, with tie and formal black shoes.
 - Girls: Formal black T- shirt tucked into formal Black trousers, with tie and formal black shoes.

6. Maintaining Silence and Decorum:

- Maintain silence in academic buildings to uphold decorum.
- Avoid deviant behaviours such as hooting, whistling, and loitering, as they will be treated as instances of indiscipline.

7. Inclusive Behaviour:

- Foster an inclusive environment by respecting the diversity of opinions, backgrounds, and experiences.
- Avoid any form of discrimination, harassment, or disruptive behaviour.

8. Utilization of Study Spaces:

- For independent study, utilize the library and common computing facilities.
- Avoid sitting in staircases or circulation areas to ensure free movement within the premises.

9. Campus Cleanliness:

- Keep the campus neat and clean.
- Dispose of trash and waste only in designated waste bins placed at various locations in the college.
- No Plastic poly bags, use & throw bottles allowed in the campus

10. Prohibited Substances:

- Strictly prohibited to carry or consume intoxicants or psychotropic substances in any form.
- Smoking, using chewing gum, tobacco, pan masala, etc., is strictly forbidden on the college premises.

11. Approval for Collections: No collections of cash or kind are allowed without prior permission from the Department Head.

12. Anti-Ragging Policy:

- The college is committed to being 100% ragging-free. Any form of ragging is strictly prohibited.

13. Handling College Property:

- Carefully handle furniture, equipment, fixtures, and appliances within the college and laboratory premises.

14. Prohibition of Political Activities:

- Political activity in any form is strictly forbidden on the college campus.
- Unauthorized meetings, propaganda work, processions, or fund collections are strictly prohibited within the college.

15. Enforcement of Rules:

- Any violation or non-compliance with existing rules or observed behaviour that deviates from the vision and mission of the college will result in penalties.
- Penalties may include warnings, fines, parent meetings, or other disciplinary actions at the discretion of college authorities.

Students are expected to be familiar with and adhere to these guidelines to ensure a positive and conducive learning environment.

Code of Conduct for Faculty

1. Adherence to Institute Rules:

- Teachers are required to follow and adhere to the rules and regulations set by the institute.

2. Politeness and Student Interaction:

- Teachers should maintain politeness in their interactions with students.
- Listen attentively to students' problems and actively work towards resolving them.

3. Continuous Professional Development:

- Regularly update knowledge about the subject area.
- Ensure completion of the syllabus within the stipulated time frame.

4. Timely and Regular Conduct of Classes:

- Conduct lectures and practical sessions as per the approved time-table.

5. Identification and Dress Code:

- All staff members are required to carry their ID cards at all times.
- Follow a proper and decent dress code as outlined by the institute.

6. Responsible Use of College Property:

- Exercise responsible and wise use of college property.
- Maintain vigilance and promptly report any misuse or damage of college property to the department head.

Teachers are expected to uphold these standards to create a positive and conducive learning environment within the institute.