



# **ALLIANCE PRE-UNIVERSITY COLLEGE**

No.42, Gopasandra gate, Muthanallur post, Sarjapura Hobli, Anekal Taluk, Bangalore – 560099

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## **HOSTEL CODE OF CONDUCT**

### **General Conduct**

- Respect the rights of fellow residents.
- Take care of college property and respect others' belongings.
- Avoid activities that disrupt normal college operations.
- Always carry your identity card and present it when requested by an authorized college official.
- Ensure that your guests follow all college policies and behave appropriately.
- Maintain silence during study and night hours (10:00 PM – 6:00 AM).
- During exams, maintain a quiet environment at all times.
- Students must comply with requests from co-residents to reduce noise levels.
- Ragging is strictly prohibited, and any violation will result in severe disciplinary action.

### **Discipline**

- Students are not allowed to keep money or credit/debit cards with them and the college does not permit cash handling.
- Electronic gadgets such as mobile phones, iPods, and radios are not allowed on campus.
- Leaving the campus without permission from the principal or administrative in-charge is strictly prohibited.
- Any student engaging in anti-social behavior may face serious disciplinary action, including expulsion.
- Immoral acts will result in immediate expulsion without reconsideration.
- Possession of inappropriate reading or viewing material is strictly prohibited.
- Overstaying leave will result in a fine as determined by the college.
- Buying, selling, or lending money or goods among students, staff, or outsiders is not allowed.
- Intoxication of any kind (alcohol, smoking, or drugs) is strictly prohibited and will lead to immediate expulsion.

- To maintain equality, students should avoid bringing expensive food items from home.
- Food parcels from outside will not be accepted or delivered to students.

### **Leave Policy**

- Students can take leave only on designated days as per the college calendar.
- Parents/guardians must personally collect their children to foster communication with the college staff.
- No student is allowed to leave alone or with friends unless a prior written request from parents is submitted. Telephonic requests will not be accepted.
- Special leave of two days plus travel time may be granted for the marriage of a student's or parent's sibling.
- Leave may be granted in case of serious illness or bereavement in the immediate family.
- Medical leave requires certification from a qualified physician.
- Parents/guardians may visit only on designated visiting weekends as per the college calendar.

### **Dress Code**

- Students must dress appropriately for classes, labs, sports, and cultural activities.
- Casual clothing is allowed after 5:00 PM, but it must be decent and tidy.
- For jogging and sports, students must wear appropriate sports attire (vest and shorts).
- Formal dress is required for classes and official events, including a formal shirt (subtle colors), formal trousers, black leather shoes, black socks, a black belt, and an optional black sweater.
- The following are not permitted;
  - Work shirts, polo shirts, sleeveless shirts, tight pants, Bermuda shorts, slippers, sandals, or bathroom chappals.
  - Hair must be neatly trimmed; dyeing or coloring is not allowed.
  - Tattoos are not permitted.

### **General Rules**

- Parents must inform the college in writing of any changes in their address, email, or phone number.
- Parents visiting the college should report to the office.
- Valuables such as jewelry, cameras, and electronic devices should not be given to students, as the college is not responsible for loss or damage.
- The college reserves the right to monitor students' letters for their well-being.
- Money orders will not be accepted by the college.

- Any complaints, suggestions, or queries must be addressed to the principal, mentioning the student's name, class, and roll number.
  - A suggestion/grievance box is available for parents to share feedback.
  - Verbal commitments from staff or parents are not considered official; all communication should be in writing.
  - Parents are not allowed to tip staff members or give them gifts.
  - The college campus is a **strictly no-smoking zone**; visitors must refrain from smoking or consuming alcohol.
  - Visitors are not allowed in the hostel rooms without prior permission from the administrator and supervision by a staff member.
  - The college reserves the right to amend these rules at any time without prior notice.
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### **Library Rules**

- The library is open daily from 8:30 AM to 5:00 PM.
- Students can borrow a maximum of two books at a time using their borrower's card.
- Books can be issued for one week and may be renewed for an additional week if required. The librarian has the right to recall any book.
- Late returns will result in a fine.
- Previous issues of periodicals may be borrowed for two days.
- In case of loss or damage, students must either replace the book or reimburse its cost.
- Writing on or damaging library books is prohibited and will require replacement.
- After reading, books/periodicals should be placed back on their designated shelves.
- Reference books are for in-library use only and cannot be checked out.
- All borrowed books must be returned before the annual exams for a no-due certificate.
- Silence must be maintained in the library. Discussions are not allowed.
- Students should not bring personal belongings into the library, except notebooks.
- The librarian is not responsible for the loss of students' personal belongings.

**Student Name:** \_\_\_\_\_

**Class:** \_\_\_\_\_ **Section:** \_\_\_\_\_

**Student Signature:** \_\_\_\_\_



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## **DECLARATION BY THE STUDENT AND PARENT**

I have carefully read and understood the Rules and Regulations concerning the Alliance Pre-university provided residence/hostel and I hereby undertake to abide by the same in letter and spirit; and am also fully aware that I shall be liable to disciplinary action if I am found guilty on any count. I also undertake to not to pursue any course of action should I be found guilty except what is available and prescribed under the Grievance Redressal Mechanism.

Name of the Student: \_\_\_\_\_

Class: \_\_\_\_\_

Batch: \_\_\_\_\_

**Signature of the Student**

**Signature of the Parent**

Date:

Place: Bengaluru



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## **UNDERTAKING BY PARENT / GUARDIAN**

1. I \_\_\_\_\_, F/o or M/o \_\_\_\_\_ have carefully read and fully understand the law prohibiting ragging and the directions of the Alliance Pre-University College.
2. I assure you that my son/ daughter / ward will not indulge in any act of ragging.
3. I hereby agree that if he /she is found guilty of any aspect of ragging, he/she may be punished as per the Alliance Pre-University College mentioned above and / or as per the law of the land in force.

Name of the Student: \_\_\_\_\_

Batch: \_\_\_\_\_

Signature of the Parent/Guardian: \_\_\_\_\_

Date: \_\_\_\_\_



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## UNDERTAKING BY THE CANDIDATE / STUDENT

1. I \_\_\_\_\_, S/o or D/o Mr./Mrs. \_\_\_\_\_ have carefully read and fully understood the law prohibiting ragging and the directions of the Supreme Court and the Central / State Government in this regard.
2. I have received a copy of the Alliance Pre-University College Regulations on Curbing the Menace of Ragging in Alliance Pre-University College, have carefully gone through it.
3. I hereby undertake that:
  - I will not indulge in any behavior or act that may come under the definition of ragging.
  - I will not participate in or abet or propagate ragging in any form.
  - I will not hurt anyone physically or psychologically or cause any other harm.

I hereby agree that if found guilty of any aspect of ragging, I may be punished as per the provisions of the Alliance Pre-University College Regulations mentioned above and /or as per the law of the land.

Date: \_\_\_\_\_

Student Signature: \_\_\_\_\_

Parent Signature: \_\_\_\_\_

## OFFICIAL PURPOSE

Hostel In-charge Signature

Principal Signature