

IMPORTANT GUIDELINES FOR STUDENTS

I. Card

- Always carry your I. Card while in campus.
- You may be denied entry if you do not carry your I. Card.
- Take good care of it.

Attendance

- Be extra cautious about your attendance (Senior students are no exceptions).
- Monitor attendance on web kiosk regularly.
- Do not go by past percentages or precedence.
- This semester onwards rules will be applied very strictly.
- No exemptions (Except 5% as laid down in the rules) for medical, compassionate, domestic, any other reasons.
- Attendance rules are given on website, study materials folder of Registrar and your academic booklet.
- This is applicable for all years including final year students.

Academic Performance

- Monitor your backlogs and CGPA.
- Plan your academic progression to enable you complete degree in time.
- For students admitted in 2011 onwards a CGPA of 4.5 is mandatory before you are allowed to enter 2nd year. Failure to achieve the target shall bring you back to first year and all your work will be treated as null and void. Those who have low SGPA in 1st sem need to burn mid-night oil. Others must endeavour to improve
- No exemptions be sought please nor shall they be given.

Hostel accommodation linked to Academic performance

- Poor performers shall be asked to vacate the hostel in case they do not improve.

Dress Code

- You may be asked to leave the class (even senior students) in case you are improperly attired. Maintain dignity of dress.

Exams/Pro-Rata Marks

- Familiarize with the rulings.
 - Being sick does not mean automatic pro-rata marks or missing the exam.
 - Genuineness is to be approved by institutional medical officer and not the certificate that you get from outside. No arguments please. The decision of IMO is final. Do not get your parents to be involved in the request.
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