



INTERNATIONAL CENTRE FOR APPLIED SCIENCES

MANIPAL

(A constituent unit of MAHE, Manipal)

Institutional Code of Conduct

Dress Code

Students and Staff are expected to adhere to a descent dress code while attending classes, the library, labs, during examinations and formal functions of the institution, in line with that of the university. They should be well turned out at all times, keeping up the decorum of the institution.

Safety & Security

The safety of students, faculty and visitors is important to us. Basic security measures must be observed for personal safety, as follows:

- Swimming in Arabian Sea is prohibited.
- Speed is the cause for majority of the accidents. Students and Staff are recommended to observe the traffic rules and drive cautiously. However, the students are not encouraged to have their own vehicles inside the campus.
- Students and Staff are expected to possess the Identity card issued by MAHE at all times and are required to produce the same when asked for by the institutional and MAHE authorities/ District Police Authority.

Ragging

Ragging in any form is banned inside and outside the campus. Strict action will be taken against persons flouting this rule; no leniency will be shown. Suspension and/or withdrawal from the hostel/ college is the first action against the offender.

Please note that under the Karnataka Education Act of 1983, ragging is a criminal offence and punishable with one year imprisonment. The Supreme Court of India has also defined ragging as a criminal offence.

Grievance Redressal

The institution has a robust Grievance Redressal Committee to cater to student and staff grievances and allegations of unfair practices, if any. The members of the committee are nominated by the Chairperson of the committee depending on the type of grievance reported.

Policy on Substance Abuse

To prevent substance abuse and to create a secure, conducive atmosphere for learning among the students on the campus, the institution adheres to the following guidelines concerning the possession, use and/or distribution of substances of abuse like Cannabis, Heroin, Benzodiazepines, barbiturates, Flunitrazepam, Cocaine, Ketamine, Psilocybin, Lysergic acid diethylamide, Amphetamine, Methamphetamines, MDMA, Phencyclidine, GHB, Methaqualone,

Inhalants and any other drugs and substances mentioned in The Narcotic Drugs and Psychotropic Act 1985:

- The possession, use and/or distribution of substances of abuse are prohibited on premises owned or controlled by MAHE.
- MAHE/Institutional squads will carry out random checks on students/residential premises for substances of abuse.
- Possession, use and/or distribution of substances of abuse will attract appropriate disciplinary action which may include expulsion.

Any student violating the above policy on substance abuse will face:

- Immediate suspension from the college, pending enquiry.
- Parent/legal guardian will be informed immediately and will be expected to meet the Head of Institution (HOI) at the earliest.
- The Institutional disciplinary committee will conduct an enquiry and submit the report to HOI who will initiate further action in consultation with the Director Student Affairs, MAHE.

Policy Matters on Alcohol & Tobacco

The entire institutional/university campus is declared as “Alcohol /Tobacco free campus”. If a student/staff is found possessing/consuming Tobacco/Alcohol in the premises owned or controlled by the institution/MAHE, the Disciplinary Committee (DC) will take appropriate action.

General

Students are advised not to venture into turbulent sea/rivers around and not to use motorized vehicles in the campus.

Students are cautioned to strictly follow the Hostel Rules & Regulations and Code of Conduct of the university/institute and not to damage hostel/institutional/university property/belongings. Destroying institutional/hostel property is punishable, as per the MAHE policy. Students are alerted that they may forfeit their stay in hostels/campus and be academically punished, if they get involved/repeat such misconduct/punishable acts in the hostel/institute.

Students and Staff are required to obey/adhere to all the rules, regulations and instructions of the institution/university authorities in force and respect them.

Students and Staff are responsible for all their actions and consequences while behaving and attending to their duties/works in the campus.