

## HANDBOOK

### **DISCIPLINARY RULES/ REGULATIONS/ GENERAL CODE OF CONDUCT OF THE COLLEGE HOSTELLERS:**

**The Magadh Mahila College administration takes steps for the better career building of the students for which full cooperation from the students and their guardians is expected. The students admitted to the College hostel are directed to abide by the following rules**

1. Proper discipline has to be maintained by the inmates residing inside the college hostel.
2. It is mandatory for the hostellers to be in decent dresses inside the hostel and put on uniforms and ID Card in the college premises.
3. It is compulsory for the hostel inmates to attend the Morning and Evening Prayer.
4. Students should strictly maintain silence in the Study Hours- Morning -6:00 am to 8:00 am and Evening- 6:00 pm to 8:00 pm.
5. Use of Mobile Phone is strictly prohibited during the Study hours. A fine of Rs. 500/- will be levied if the students are found violating the rule.
6. Ragging in any form is strictly prohibited, it is punishable offence. Students involved in ragging may face expulsion from the college and university. Legal action may also be taken against them.
7. Regular and disciplined, attentive students are encouraged to take boarding in the hostel as 90 % attendance in the hostel is compulsory.
8. All Fees must be paid as per the schedule, otherwise fine will be charged.
9. Tobacco or any kind of drug and alcohol is strictly prohibited inside college, hostel premises, students found guilty of indulgence will be expelled and legal action may also be taken against them.
10. Save water, save electricity, students found wasting water or electricity will have to pay fine.
11. Cleanliness is equal to Godliness , students have to abide by the cleanliness rules of the college.
12. Use of Polythene is strictly prohibited inside the college premises.
13. Students are directed not to take part in any type of 'Dharna Pradarshan' or 'Hartal' which may affect the educational environment of the college and university.
14. Visiting days and hours for guardians are Saturday 2pm to 5 pm and Sunday 8am to 5 pm.

15. The visiting hours have to be followed strictly by the parents/ Guardians. Misbehavior on the part of hostel inmate or their guardians will not be entertained, proper disciplinary action will be taken against such student.

16. Only those guardians are allowed to visit, who are authorised by their parents in the visiting list.

17. Students are not allowed to make any type of WhatsApp group without the permission of Superintendent.

18. Students have to return in the hostel till 6 pm. They are allowed to take 2 market permission and 2 L.G. permission in a month.

19. This is mandatory for the parents to give alone permission to their daughter to go outside-local and outstation.

20 No day- scholars are allowed to come inside the hostel.

21 To make Medical card from red cross which is nearby to MMC is essential.

22. The Management reserves the right to change any Rules/ Regulations and provision given in the Handbook at short notice.