



Criterion : VII – Institutional Values and Best Practices

Metric : 7.1.10 – The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard

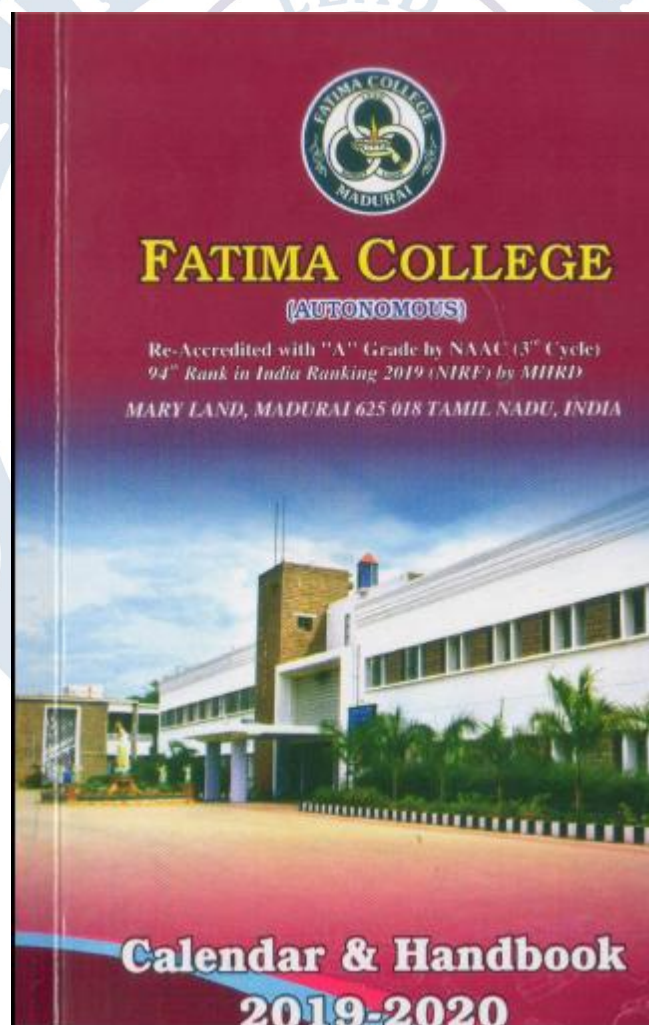
Year : 2015 - 2020



Code of Conduct For Students

(Printed in the College Handbook)

College Hand book with code of conduct related to Examinations system and general discipline is circulated to all stakeholders. The management calendar committee officials finalise and decide upon the code of conduct enumerated in the handbook. The entire code of conduct is reinforced on the parents teachers meet and I year Orientation and Induction Programme Every year.





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Code of Conduct for Students

GENERAL DISCIPLINE

Make a second home in Mary Land

“The strength of a nation is in the intelligent and well-ordered homes of the people” therefore do all that you can to create a homely atmosphere and make your second home in Mary Land.

- ❖ Make use of every opportunity that is made available here to strive towards academic excellence and personality development.
- ❖ Courtesy, kindness, loyalty, dignity of labour, compassion for the less fortunate, a friendly attitude towards fellow-students, respect for teachers and authority are expected of every student of Fatima College.
- ❖ Students shall maintain silence and be attentive while attending classes, meetings of the college, associations and other gathering.
- ❖ Students are not allowed to take their meals in the classrooms.
- ❖ Students are expected to conduct themselves in such a manner (whether inside the campus or outside) as to safeguard the dignity of womanhood and the good name of the college.
- ❖ Every new comer should be made to feel at home with a friendly and caring attitude.
- ❖ **UG students are not allowed to bring mobile phones into the campus.**
- ❖ **PG students are allowed to use mobile phones but not during College hours. Lending or borrowing of phones will lead to disciplinary action.**



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- ❖ It is mandatory for all staff and students on two wheelers to wear a helmet.

ECO-FRIENDLY CAMPUS:

Every student shall consider it as her personal responsibility to maintain cleanliness of the college. Every student shall strive to keep the classrooms and campus clean and eco-friendly. Effort is taken to make the campus "Plastic Free".

DRESS CODE:

- ❖ Students should wear clean, decent clothes and conform to the rules of modesty.
- ❖ Students are requested to wear Saree/Chudidhar with Dupatta. Modesty has to take priority over fashion.
- ❖ All students should have one set of **Perfect white Chudidhar with Dupatta.**

NOTICE BOARDS:

- ❖ Students shall regularly refer to the notice boards for the room allotments of their classes, test & exam timetables and other general information.
- ❖ No notice should be put up without the permission of the Principal.

FUND RAISING:

No private collection of funds or sale of items can be made without the approval of the Principal.



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ATTENDANCE:

- ❖ Regularity in attendance is obligatory in Fatima College.
- ❖ Candidates shall have 80% of minimum attendance per Semester to take the Semester Examination.
- ❖ Candidates who have less than 80% of attendance, but above 65% shall pay ` 50/- as per university rule, towards condonation fee.
- ❖ Those students who have less than 65% of attendance will have to repeat the Semester after completing the course.
- ❖ Students involved in Extra-curricular Activities shall contact the respective authorities who will seek the prior permission from the Principal (Warden in the case of resident students) for attendance.

LEAVE:

- ❖ Students should apply for leave only on the prescribed leave application appended to the College Calendar.
- ❖ In case of absence due to unforeseen cause, leave letter should be submitted to the class teacher on the first day of returning to the College.
- ❖ If leave is requested for reasons of sickness for more than two days, the leave application should be submitted along with the Medical Certificate.
- ❖ Continued absence without leave application will render a student liable to have her name struck off the rolls.

Please Note: Submission of Leave Application with / without Medical Certificate does not entitle a student to earn attendance automatically for the days of her absence from the College.



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DISCIPLINARY RULES

- ❖ On becoming a member of the College every one should accept the obligation to obey the rules and regulations of the College.
- ❖ **Indulging in any of the following will result in dismissal from the College.**
- ❖ Ragging of any sort or indulging in emotional violence inside the College / Hostel Campus.
- ❖ Any kind of Malpractice (cheating, copying in tests and examinations, giving false declarations etc.) in the campus or anywhere else.
- ❖ Leaving the hostel without proper permission from the warden.

SEMESTER FEES REGULATIONS:

In order to enhance the quality of institutional management, the academic year is divided into two Semesters and each Semester consists of a minimum of 90 working days without counting the test days and Exam days.

Semester fees shall be paid without fine within 10 working days and with fine within 30 days from the date of reopening of each semester. Absence from College with or without leave will not be considered as an excuse for late payment.

If the Semester fees is not paid within 30 days after the re-opening the student's name shall be struck off the rolls of the college. If readmitted she shall pay a re-admission fee in addition to the fees and fine.

Every student shall pay the Semester fees due even if she discontinues before completing the Semester. If a student leaves the college during the Semester, she shall not have the right to claim a remission of any portion of the fees.



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If a scholarship holder leaves the College during the Semester she will not get the scholarship even if the money is sanctioned, as it will be returned to the scholarship source.

NO DUES:

Clearance of attendance fees due is a prerequisite for:

1. Permission to write the Semester Exams.
2. Getting Transfer Certificate from the College.

CERTIFICATE:

- ❖ A former or present student desiring to obtain a certificate (transfer, age, character, bonafide, etc) shall apply for it, by making a formal written request to the Principal.
- ❖ A Certificate will not generally be issued in less than 24 hours notice.

LIBRARY RULES- ROSA MYSTICA LIBRARY

Library is kept open from 8.00 a.m. to 5.30 p.m. on all working days and 9.00 a.m. to 1.00 p.m. on Saturdays.

Dos

- ❖ Keep personal books or any printed materials and other personal belongings like bags, umbrellas and others in the property counter before entering the library. Students are allowed to enter the library only on producing their ID card.
- ❖ Readers Access:

DEPARTMENTS	BOOKS	DAYS
UG	10	7
PG	15	14
M.PHIL.	20	14
Ph.D.	20	30
STAFF	25	PER SEMESTER



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- ❖ Books should be returned on the due date stamped on the date sheet of each book, if not, it will be viewed seriously and fine will be charged as per rules.
- ❖ An overdue charge of Rs1 per day.
- ❖ The borrower herself should return the books in person to the library.
- ❖ While leaving the college, students and faculties should obtain **"NO DUE CERTIFICATE"** from the librarian.
- ❖ Reference books / Journals/Dissertations/Theses can be accessed and referred only in the library.
- ❖ E-Materials are allowed to be used inside the library premises.
- ❖ Check the pages of the book(s) before leaving the library counter. The last borrower will be held responsible for the missing page(s), scribbling, underlining and any other damages in the book. In case If book is misused, wrongly handled or lost, the person concerned will have to replace the book along with the processing fee.
- ❖ Absolute silence should be maintained in the library. Library has provided free internet for PG and UG students.
- ❖ Students are not allowed to bring personal books or any printed materials and other personal belongings like bags, umbrellas, etc. inside the library. These materials are to be kept at the Property Counter at their own risk. Readers' are advised not to leave their precious and valuable items like money, laptop etc. at the Property Counter.
- ❖ Library computers are for academic purpose only. Do not tamper with the computer settings. Follow the internet safety guidelines.

Don't's

- ❖ Do not sub-lend books
- ❖ Do not reshelve



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- ❖ Do not leave precious and valuable items like money, laptop and the like at the property counter.
- ❖ Do not eat or drink inside the library
- ❖ Do not involve in any Combined study, discussions and consultations inside the library.

MALPRACTICE DURING END SEMESTER EXAMINATIONS

Malpractice (possession of papers or any other material with hints/ copying/ insertion of prewritten answer paper) will be severely punished. If you find any incriminating material (bits of papers with hints) near your seat, report immediately to the Hall Supervisor. Those who commit Malpractice will have to face an enquiry committee consisting of the Principal, Controller, Dean and HOD, with her parents, who will be informed of the nature of punishment i.e.

First time offence - Cancellation of examination taken in the particular paper. The candidate will be debarred from appearing for that paper for one subsequent examination.

Repeat offence - Cancellation of examination of all subjects registered for that session. The candidate will be debarred for these papers for one subsequent examination.

MALPRACTICE DURING CENTRALIZED TESTS

First time offence

If a student indulges in malpractice either during T₁ or T₂ for the first time in her period of study, the test will stand cancelled and no marks will be awarded for that paper. During consolidation of



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marks for that paper, the available mark will be divided by 2, and taken as test average.

Repeat offence

If a student indulges in malpractice either during T_1 or T_2 for the second time in her period of study, all the tests she had written in that schedule will be cancelled and no marks will be awarded for any of the papers. During consolidation of marks for all papers, the available mark for one test will be divided by 2, and taken as test average.

Dr. Lj. Liliya Sabaraya Mary

Principal

PRINCIPAL
FATIMA COLLEGE (AUTONOMOUS),
MADURAI-18.



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Students Code of Conduct during Examinations

INSTRUCTIONS TO CANDIDATES

1. Bring your Identity Card for each examination.
2. Do not enter the Examination Halls except for writing your examination.
3. At the first Bell, you should enter the Hall, locate your number and get seated.
4. Candidates will be permitted to enter the Examination Hall only within 30 minutes after commencement of the examination.
5. Purse/Hand Bag should not be taken into the Hall.
6. Have your own writing materials (pen, colour pencils, calculator etc.,). Borrowing will not be permitted.
7. Return unused additional sheets to the supervisor at the end of the Examination.

8. MALPRACTICE

Malpractice (possession of papers with hints/ copying/ insertion of prewritten answer paper) will be severely punished. If you find any incriminating material (bits of papers with hints) near your seat, report immediately to the Hall Supervisor.

Those who commit Malpractice will have to face an enquiry commission consisting of the Principal, Controller, Dean and HOD, with her parents, who will be informed of the nature of punishment i.e.

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Muthaiah Manisekar
Controller of Examinations
Fatima College (Autonomous)
Madurai-625 018



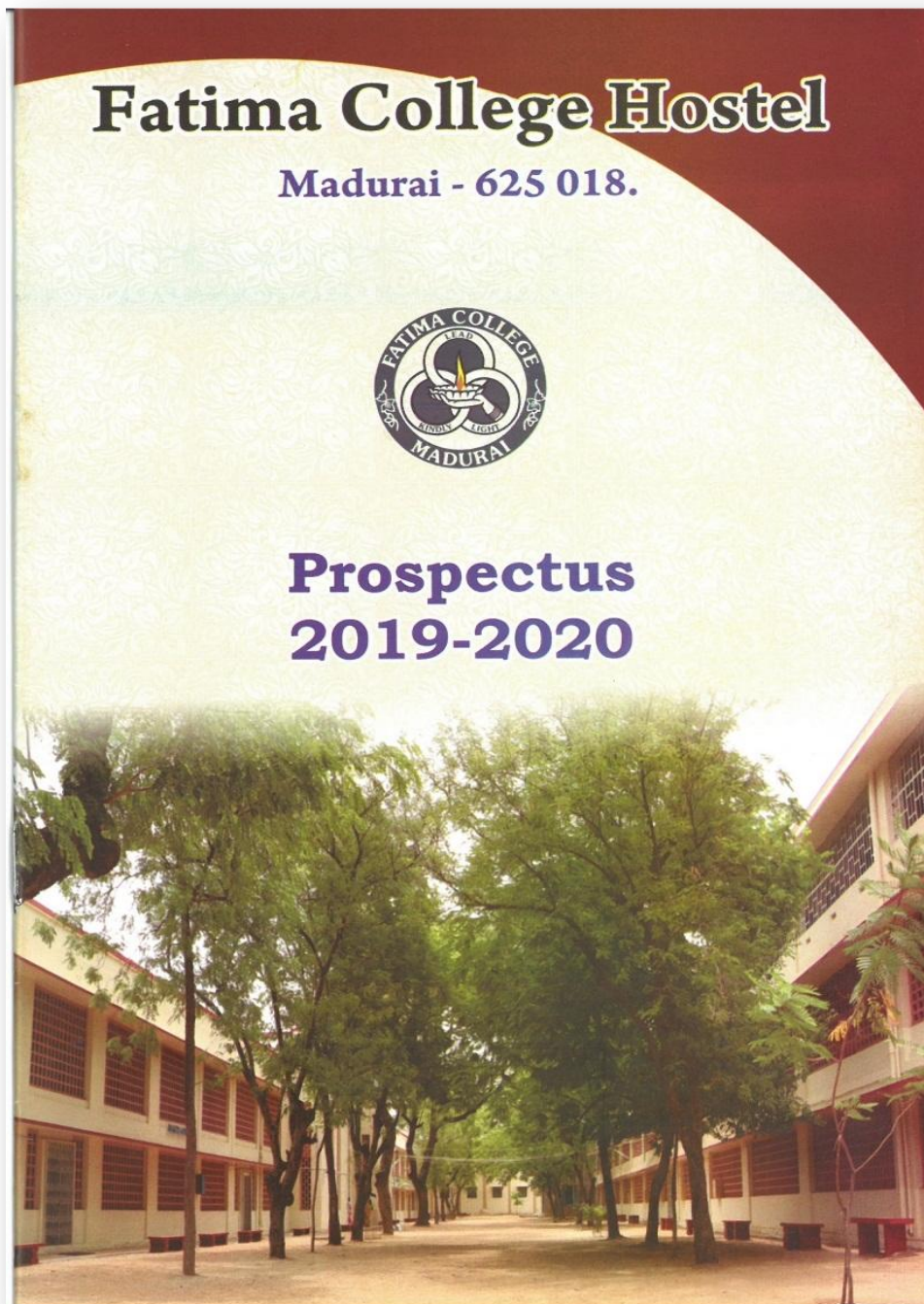
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Prospectus containing Code of Conduct for Hostel Students





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FATIMA COLLEGE HOSTEL PROSPECTUS - 2019 - 20

Fatima College Hostel is situated in Mary Land Madurai. It is under the direct control of the Sisters of St. Joseph of Lyons, who stand as "Local Guardian" to all the residence. They serve as educators with the aim of forming women for and with others. It is their belief that education should make individuals feel responsible for their society and be committed in making this world a better place for everyone especially the poor and the oppressed. They earnestly continue to strive and mould students as creative, confident, competent and compassionate individuals.

Vision

To create tomorrow's leaders who transform and empower the society.

Mission

To give holistic formation to girls in a nurturing and dynamic environment to make them realize their maximum potentials.

To prepare them to be morally upright, socially concerned and physically fit citizens who would stand apart to be a true Fatimite

ADMISSION

- ✎ Only after the admission in the College, a student is eligible to seek admission from the hostel.
- ✎ The following are to be submitted along with the application form.



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Identity Card & Visitors Card

- ✎ Every hosteller can claim a visitor's cards for her parents. These cards will have the photograph, address and sign of the parents.
- ✎ Visitors card is mandatory to meet their wards in the hostel.

OUR STRENGTH

a) Accommodation

- ✎ Hostel provides a serene atmosphere and clean surroundings to the students for their study and stay.
- ✎ Power supply is available round the clock.
- ✎ Purified water is provided with cooler.
- ✎ Depot is available to purchase day today needs of the students.
- ✎ Rooms are furnished with cot, table, chair, fan, lights etc.,
- ✎ Spacious dining hall, which can be accommodated all the hostel students at a time.
- ✎ A home theater with LCD Projector is provided for entertainment.
- ✎ PG students are allowed to use Mobile phone with restricted duration.
- ✎ UG students can use BSNL Smart card.
- ✎ Students are provided with play ground and recreational facilities, like indoor and outdoor games.
- ✎ Daily mass, need based input sessions and counseling are arranged regularly.

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- ✎ Series of competitions and tournaments are held to exhibit their talents.
- ✎ Celebration of various cultural and religious festivals are organized.
- ✎ All the students are permitted to use Laptop with proper procedure for charging.
- ✎ Hostel is equipped with solar energy supported Electricity.
- ✎ Bio-gas is produced using the kitchen waste.

b) Mess

- ✎ The hostel provides both vegetarian & non vegetarian unlimited meals.
- ✎ Grand dinner is provided during special and festive occasions.

OUR EXPECTATIONS

a) Role of the parents and guardians

- Parents and guardians should realize that their wholehearted co-operation with the hostel administration would ensure the total well-being and protection of their wards.
- ✎ It is a must that parents/local guardian should come and take their ward in case of any special permission to go home.
 - ✎ Permission letter from parents or local guardian is obligatory for home going, study tour, internship and project. This letter should be submitted on previous day of the student's leaving the hostel.

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- ❖ Letter of permission from parents counter signed by Vice-principal has to be submitted to the hostel Warden, if any individual wishes to undertake any extra course outside the College.
- ❖ In case of serious illness, it is the responsibility of the parents or the local guardian to do whatever is required for the medical treatment.
- ❖ Parents and guardians who wish to meet their wards should write their names in the register maintained for them at the entrance.
- ❖ Parents are not allowed to meet their ward after 6.00 pm.
- ❖ If the parents want to hand over anything urgently they can do so to the receptionist.
- ❖ Parents are requested not to ask for leave during working days.
- ❖ No visitors are permitted on the days prior to the examinations or during examinations.

b) Admission

- ❖ Hostellers have to oblige by the rules and regulations of the hostel. In case of any violation, they can be suspended or dismissed from the hostel.
- ❖ A hosteller who is having two or more arrears or disciplinary problem will not be admitted into the hostel.
- ❖ Any hosteller who wishes to leave the hostel during the year must produce an official letter both from her parents and the Principal. Only then caution deposit will be refunded.
- ❖ Every hostel student will report in person along with her parent to the warden immediately on her return after any prolonged absence.

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- ❖ The hostellers are expected to be in the hostel on the eve of each reopening.

c) Accommodation

- ❖ Hosteller should stay in the room allotted to them by the Warden. No student is allowed to exchange the room without out the permission of the warden.
- ❖ The student has to bring their personal things such as beddings, plate, tumbler, Bucket, dipper etc.
- ❖ No pictures or other articles should be pasted or hung on the walls, doors, windows or furniture.
- ❖ Hostellers are strictly advised to avoid noisy situation during silence/study hours.
- ❖ Hostellers have to keep the room neat and tidy.
- ❖ The respective roommates will be held responsible for any damage done to any property or articles.

d) Mess

MEALSTIMINGS

Week Days	Shift - I	Shift - II
Breakfast	7.00 - 7.45 am	7.30 - 8.15 am
Lunch	1.00 - 2.00 pm	12.00 - 12.45 pm
Tea	5.00 - 5.30 pm	05.30 - 6.00 pm
Dinner	7.00 - 8.00 pm	07.00 - 8.00 pm

Sundays / Holidays

Breakfast	: 8.00 - 8.45 am
Lunch	: 12.45 - 1.30 pm
Tea	: 5 - 5.30 pm
Dinner	: 7.00 - 8.00 pm

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- ✎ No tiffin will be served along with tea.
- ✎ Students are strictly warned not to take food to their rooms.
- ✎ No meals will be served to the late comers who absent themselves without permission.
- ✎ Students need to be punctual for the food. In case delay, food will not be served.
- ✎ Mess coupon must be brought on Sunday, Tuesday and Thursday, in case of missing mess coupon the hosteller has to pay Rs.30/- and get a new coupon.
- ✎ Suggestions or grievance can be communicated to any official of the Hostel (Wardens/ office bearers).
- ✎ Mess fee reduction may be claimed when the hosteller goes on leave from the hostel for more than ten consecutive days.
- ✎ No reduction will be made in the room rent, electricity and maintenance for any absence.
- ✎ When the students vacate the hostel during summer vacation all the belongings should be removed and room must be cleaned and key should be handed over to the office.

f. Health

- ✎ Resident student should report their sickness to the sister incharge and they should stay in the sick room when they are sick.
- ✎ If the student is sick, the hostel authorities will make arrangements to go to the hospital and in case of serious illness, they will inform the parent/guardian who will be entirely responsible for them.
- ✎ If the physician disqualifies a candidate on health ground she will not be admitted/will be terminated from the hostel.

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g. Study and Quite Hours

- ✎ Study hour is from 6-7.00 pm and 8.45 to 10.30 pm, group discussion is not allowed during this time (8.45 to 10.30 pm).
- ✎ After 8.30 pm no hostel student shall enter other students room without permission.

f) Discipline

- ✎ The Resident students are under the direct care of the warden and therefore all the matters pertaining to the hostel should be referred to her.
- ✎ Each hosteller must personally sign in the outgoing register before leaving the hostel and immediately on return. Gate pass should be shown to the security.
- ✎ Attendance will be taken every day at 8.30 pm.
- ✎ If a student is going to be absent from the college for any valid reason, she has to get permission from the Warden.
- ✎ Students are not allowed to meet the fellow student's visitors.
- ✎ Students are not allowed to take outsiders, days scholars etc, to the hostel campus.
- ✎ PG students can use the mobile phone only during the permitted hours after which, they need to submit the mobile in the office. In case anyone is found violate the rule the gadget will be confiscated immediately and they will be suspended from the hostel for 10 days.
- ✎ In case any UG student is found with mobile phone they will fined Rs. 500/- and mobile will be seized or suspended from the hostel for 10 days.
- ✎ Illegal Charging of electrical devices either in the hostel

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or college is strictly banned. In case of violation, the gadget will be confiscated and they will be suspended from the hostel for 10 days.

- ✎ Electrical equipments such as Iron box, Electric oven are strictly prohibited.
- ✎ If any student is using laptop for watching movie after 8.30 pm they will be fined Rs. 500/- and the gadget will be confiscated.
- ✎ The management, Principal /Warden reserve the right to take action against a resident for any gross misconduct and hostel committee's decision will be final.

g) Ragging

- ✎ Ragging is a criminal offence which is strictly forbidden by the law of Prohibition of Ragging Act 1996. Those who indulge in ragging will be summarily dismissed.

h) Dress Code

Hosteller is expected

- ✎ To dress modestly and appropriately.
- ✎ To use casuals like 'nighties' only within the hostel premises.
- ✎ To meet their visitor only when you are dressed properly.

i) General Rules

- ✎ Students are solely responsible for all their belongings. Therefore make sure that you keep all your belongings always safe and secure.
- ✎ No notice should be displayed or no meeting should be convened without the explicit permission from the hostel administration.

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- ✎ Students have to wash their clothes only at the washing place and dry them only on the cloth lines outside.

- ✎ Students are encouraged to converse in English.

Office Timing

- ✎ The Hostel office functions from 7.30 am to 12.30 pm and 2 pm-9.30 pm on all other days, except on Sundays and Holidays.
- ✎ On Sundays and holidays hostel office will function from 9.30 am to 12.30 and 2.00 pm to 9.30 pm.
- ✎ Permission can be taken only from 8.30 pm to 9.30 pm in the office from the respective Warden.

j) Catholic Students

- ✎ Remember that your catholic identity has played a great role in securing an admission in Fatima College. So it is your duty to safeguard and deepen your Catholic faith.
- ✎ Catholic students are expected to attend daily Eucharistic Celebrations without fail.

BE HAPPY AND BE AN EXEMPLARY HOSTELER

Hostellers are expected to live in harmony and cordial relationship with deep respect and consideration for the others. Make use of the facilities available in the hostel to fulfill your own goals and dreams, the aspirations and expectations of your parents and Fatima management. Fatima will cherish to nurture and further the growth of well-behaved and responsible students, who shine in the academics and extra-curricular activities.

ENJOY YOUR STAY HERE.

Fatima College Hostel

Phone Number : 0452-2668257

e-mail : <fatimahostel2015@gmail.com>

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Information to the parents of Hostel Students.

Need special permission to take the students .

Proper Procedure to be followed to vacate the hostel.

Only PG students are allowed to use Mobile Phone etc.

பெற்றோர், பாதுகாவலர் பங்கு:

பெற்றோர், பாதுகாவலர்கள் விடுதி நிர்வாகத்துடன் தரும் முழு ஒத்துழைப்பு விடுதி மாணவியருக்கு நலனையும், பாதுகாப்பையும் தரும் என்பதை உணர்தல் வேண்டும்.

- ☐ சிறப்பு அனுமதி பெற்று வீட்டிற்குச் செல்ல வேண்டி இருப்பின் பெற்றோர் / உள்ளூர் பாதுகாவலர் வந்து அனுமதித்துச் செல்தல் வேண்டும்.
- ☐ கல்விப் பயணம், ஆய்வுத் திட்டப் பயணம் என வீட்டிற்குச் செல்வதாக இருப்பினும் பெற்றோர் / உள்ளூர் பாதுகாவலரின் அனுமதி கடிதம் அவசியம். விடுதியை விட்டுச் செல்வதற்கு முன்தினம் இந்தக் கடிதத்தைச் சமர்ப்பித்தல் வேண்டும்.
- ☐ மாணவியர் கல்லூரிக்கு வெளியே ஏதேனும் கல்வி கற்க விரும்பினால், பெற்றோரின் அனுமதி கடிதத்தில் உதவி முதல்வரின் கையெழுத்தினைப் பெற்று விடுதிக் காப்பாளரிடம் தரப்படல் வேண்டும்.
- ☐ மாணவியர் தீவிரமாக நோயுற்றால் தேவையான மருத்துவ உதவியைமேற்கொள்வது பெற்றோர் அல்லது உள்ளூர் பாதுகாவலரின் பொறுப்பாகும்.
- ☐ பெற்றோர், பாதுகாவலர் மாணவியரைச் சந்திக்க விரும்பினால் நுழைவுப் பகுதியில் வைக்கப்பட்டுள்ள பதிவேட்டில் தங்களது பெயரைப் பதிவு செய்தல் வேண்டும்.
- ☐ மாலை 6 மணிக்குப் பின் பெற்றோர் மாணவியரைச் சந்திக்க அனுமதியில்லை.
- ☐ பெற்றோர், மாணவியருக்கு மிக அவசரமாக ஏதேனும் அளிக்க விரும்பினால் வரவேற்பாளரிடம் அளிக்கலாம்.
- ☐ பெற்றோர் கல்லூரி நாட்களில் மாணவியருக்கு விடுமுறை தரும்படி கோருதல் கூடாது.
- ☐ தேர்வு நாட்களிலோ, தேர்வுக்கு முந்தைய நாட்களிலோ பார்வையாளருக்கு அனுமதியில்லை.

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- ☐ விடுதி மாணவி தகுந்த காரணங்களுடன் கல்விப்பெறும் பெற்றுச் செல்லும்போது, விடுதிக் காப்பாளர் பெற வேண்டும்.
- ☐ ஒரு விடுதி மாணவி, பிற மாணவியரின் பார்வை சந்திக்க அனுமதியில்லை.
- ☐ மாணவியர், கல்லூரி வளாகத்தினுள் அந்நேரமோ, கல்லூரி மாணவியரையோ (Day scholar) அனுமதித்து வருதல் கூடாது.
- ☐ முதுகலை மாணவியர் தமக்குக் குறிப்பிட்டுள்ள நேரங்களில் மட்டுமே அலைபேசியைப் பயன்படுத்தலாம். பின்னர் அலைபேசியினை அலுவலகத்தில் ஒப்படைக்க வேண்டும். விதிமுறைக்கு மாறாக நடக்கும்பட்சத்தில் அலைபேசி பறிமுதல் செய்யப்படுவதுடன், விடுதியிலிருந்து 10 நாட்கள் நீக்கப்படுவர்.
- ☐ இளங்கலை மாணவியரிடம் அலைபேசி இருப்பது தெரியவந்தால் ரூ. 500/- அபராதம் விதிக்கப்படுவதுடன் அலைபேசி பறிமுதல் செய்யப்பட்டு, விடுதியிலிருந்து 10 நாட்கள் நீக்கப்படுவர்.
- ☐ எந்த மின்சாதனங்களையும் முறையற்ற விதத்தில் சார்ஜ் செய்வது மிகுந்த கண்டித்தலுக்குரியது. அங்கனம் நடக்கும்பட்சத்தில் மாணவியர் மீது கடும் நடவடிக்கை எடுக்கப்படும். அயன்பாக்கல், மின் அடுப்பு முதலிய மின்சாதனங்களை பயன்படுத்துதல் கூடாது.
- ☐ மாணவியர் இரவு 8.30 மணிக்குப் பின் மடிக்கணினியைத் திறப்படம் பார்க்கப் பயன்படுத்தினால், ரூ. 500/- அபராதம் விதிக்கப்படுவதுடன் மடிக்கணினி பறிமுதல் செய்யப்படும்.
- ☐ விடுதிக் காப்பாளரின் அனுமதியின்றி கல்லூரி வளாகத்திலிருந்து வெளியே செல்லும் மாணவியர் விடுதியிலிருந்து நீக்கப்படுவர்.
- ☐ விடுதியில் மாணவி ஒழுங்கீனத்தில் ஈடுபடும்போது நிர்வாகம், முதல்வர் / விடுதிக் காப்பாளர் ஆகியோர், மாணவி மீது நடவடிக்கை எடுக்க உரிமையுண்டு. விடுதி நிர்வாகத்தின் முடிவே இறுதியானது.

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Criterion : VII – Institutional Values and Best Practices

Metric : 7.1.10 – The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard

Year : 2015 - 2020



Hostel Students dress code and general rules are given in Tamil language.

உடை குறித்த விதமுறைகள்:

- ☐ விடுதி மாணவி, கண்ணியமாக, ஒழுங்காக உடை அணிதல் வேண்டும்.
- ☐ விடுதி வளாகத்தினுள் மட்டும் இரவு உடை (nighties) போன்ற உடைகளை அணியலாம்.
- ☐ ஒழுங்கான, சரியான உடை அணிந்துதான் பார்வையாளர்களைச் சந்தித்தல் வேண்டும்.

வயது விதிகள்:

- ☐ மாணவியரே அவர்களது உடைமை அனைத்திற்கும் பொறுப்பாவார். எனவே அவர்களது உடைமைகளைப் பத்திரமாகப் பாதுகாப்பது அவர்களது கடமையாகும்.
- ☐ விடுதி நிர்வாக அனுமதியின்றி கூட்டம் நடத்துவதோ, அறிக்கை வெளியிடுவதோ கூடாது.
- ☐ மாணவியர் ஆடைகளை உரிய இடத்தில் துலைத்து சுத்தம் செய்து, ஆடைகளைக் காய வைக்க ஒதுக்கப்பட்ட இடத்தில் மட்டுமே உலர வைக்க வேண்டும்.
- ☐ மாணவியர் ஆங்கிலத்தில் பேச எதிர்பார்க்கப்படுகின்றனர்.



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காலை இறைவேண்டல் 5.30 a.m. Intercom

அன்புத் தந்தையே இறைவா!

உம்மைப் போற்றுகிறேன். காலைதோறும் உமது திருமுக ஒளியை எம்மீது வீசச் செய்யும் மேலான அன்பிற்காய் நன்றி கூறுகிறேன். ஆண்டவரே! உமது பேரீர்க்கத்தால் என்னைப் புதிதாக்கும். விடியற்காலையில் என் குரலைக் கேட்டருளும். இன்று உமது திருவுளத்தின்படி நடந்துகொள்ளும் ஞானத்தை அருளும். உமது நுண்மதியாலும், ஆற்றலாலும் என்னை நிரப்பும். என்னுள் இருக்கிற பயங்கள், பதுட்டங்கள், கலக்கங்கள், தடுமாற்றங்கள் போன்ற இருளினை உமது தூய ஆவியின் ஒளியால் போக்கிவிடும். என்னை ஒளிரச் செய்யும்.

கற்கும் கல்வியிலும், பஸ்திரன் கலைகளிலும் மேன்மைப் படுத்தும். இளமையைத் தீங்கின்றி காத்திட துணைபுரியும். உண்மைக்குச் சான்று பகரவும், ஒழுக்கத்திலும், பணியிலும் நிலைத்திருக்கவும், நன்மைகளைக் காணவும், அதையே பிறருக்குச் செய்யவும் கற்றுத்தாரும். எனது செயல்கள் அனைத்தையும் செம்மைய்படுத்தும், அதில் நிறைவான வெற்றியைத் தாரும். இறைவா! “உம் அருள் ஒன்றே போதும்” என்ற நம்பிக்கையில் உம் பாதம் பணிகின்றேன். இந்நாள் முழுவதும் உடனிருந்து வழிநடத்தும்.-ஆமென்.

இரவு செயல்

10.30 p.m. Intercom

ஆண்டவரே என் இறைவா! இந்நாள் முழுவதும் நீர் செய்த நன்மைகளுக்காக உம்மைப் போற்றுகிறேன். எளியவளான எனக்கு அடைக்கலமாக இருப்பதால் உமக்கு நன்றி கூறுகின்றேன். என்னைத் தாங்கியுள்ள உமது காத்திற்குள் தங்கி இளைப்பாறச் செய்தருளும். உடல் சோர்வு, தனிமை, பயங்கள், எதிர்மறை எண்ணங்கள், குடும்பச் சூழல்கள் போன்ற எதுவும் இந்த இரவில் தாக்கிடாமல் உமது அமைதியால் என்னை நிரப்பியருளும்.

என் கடவுளே! மகிழ்ச்சியும், பத்துணர்வும் தருகின்ற நல் உறக்கத்தைத் தாரும். உம்மைக் குறித்த எண்ணங்களால் என் மனதை நிரப்பியருளும். வாழ்வைக் குறித்த தெளிவையும், வெற்றிக்கான நல்வழியையும் இவ்வேளையில் நீரே வெளிப்படுத்தும். உம்மில் வளரவும், உமது சாயலைப் பெற்றிடவும் துணை செய்யும். உமது பேரன்பு எந்நாளும் என்னைச் சூழ்ந்திருக்க வேண்டுகிறேன், ஆமென்.

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