

# STUDENTS CODE OF CONDUCT

CODE OF CONDUCT

**COLLEGE**

**LIBRARY**

**RULES**

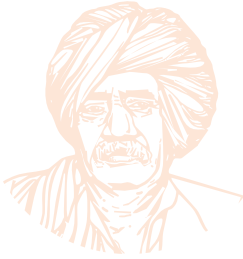
**MESS**

**HOSTEL**



DR. VITHALRAO VIKHE PATIL FOUNDATION'S

**MEDICAL COLLEGE & HOSPITAL**



## > OUR INSPIRATION

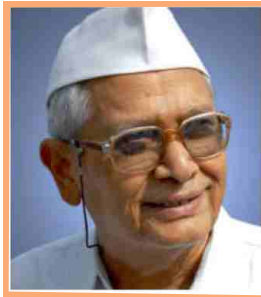


LATE DR. VITHALRAO VIKHE PATIL

Padmashree Awardee

# OUR INSPIRATION

## > OUR FOUNDER



LATE DR. EKNATHRAO ALIAS BALASAHEB VIKHE PATIL

Padmabhushan - Awardee

# OUR FOUNDER

## College & Hospital:

### ➤ Vision:

“To achieve 'Global Excellence' in experiential and technology driven medical education, transformative research, patients centered clinical care, promotional and preventive health care services, through creative medical professionals, leading to national and global development.”

### ➤ Mission:

- To create a new genera of doctors with quality medical knowledge, highest levels of skill and competence, committed to excellence, guided by professional ethics, moral and social values, ready to serve and lead the world for a better tomorrow.
- To provide excellent and comprehensive medical education and hands-on training to undergraduate and postgraduate students for advancement of medical knowledge, skills, competences and research, in order to make significant contribution to the health standards of all the citizen of our nation and across the globe.
- To extend and share the knowledge acquired and new knowledge generated for the development of the society in health management, through collaborative research, extension and outreach activities.
- To provide primary, secondary and tertiary health care and service of global standards to the needy population, especially the rural and marginalized sections of society.
- To promote the highest standards of quality and ethical values among the students and staff in patient care, medical education, training and research, leading to excellent performance in diverse professional and cultural settings of our country.
- To promote integrated sustainable development, environmental conservation, protection and preservation of culture, heritage, fundamental duties, human rights, gender sensitization, tolerance, harmony and national integrity among all the stake holders towards a humane society.

**REGISTRATION**

Name of Student

Admission Batch  Roll No

Name of Mentor

Name of Mentorship Program In charge

Name of Vice Principal/Deputy Dean

Name of Principal/Dean

**Dr. Vithalrao Vikhe Patil Foundation's  
Medical College and Hospital,  
Ahmednagar, Maharashtra, India-414111**

## ➤ Introduction

Dr. Vithalrao Vikhe Patil Foundation's Medical College and Hospital, Ahmednagar is a community of scholars where personal and intellectual growth is encouraged. The standards in this College have to be kept high in all respects in order to attract the best minds. One of the aims of this College is to develop the skills of working in partnership, cultivating the skills of learning, communicating, and preparing students to be the flag bearers of the highest standards of medical practice, ethics, and dedication in the medical fraternity. This College, in course of the future, will be an illustrious embodiment of learning, diligence, discipline and all-round growth, based upon excellent teaching standards and the maintenance of a peaceful and stress-free environment.

The student community of Dr. Vithalrao Vikhe Patil Foundation's Medical College and Hospital, Ahmednagar in particular is expected to live in the spirit of brotherhood and good citizenship. They should possess high moral values, and a sense of elation and confidence in being selected members of a special community. It should, therefore be the endeavor of every medical student in our college to observe all the rules and regulations as a matter of habit and cheerfully, rather than because of fear of the consequences.

The student is, first, a member of the community at large, and as such has the rights and responsibilities of any citizen. In addition, admission to Dr. Vithalrao Vikhe Patil Foundation's Medical College and Hospital, Ahmednagar carries with it the presumption that students will conduct themselves as responsible members of the college community. This includes an expectation that students will obey the law, will comply with rules and regulations of the college, will respect the teaching staff and seniors, will maintain a high standard of integrity and honesty, and will respect the rights, privileges and property of other members of the college community.

## ➤ Introduction

This being a Medical Institute, it has the main motto of serving an public and providing the best possible health care. Students of Medicine have an added responsibility other than the students of Science, as Medicine is not only Science, it is also an art. Art is primarily synthetic, whereas Science is primarily analytic. However hard we try to make Medicine more and more scientific and make attempts to master its scientific contents, it is most likely to remain an art. Medicine deals not with impersonal atoms, elements, plants with tropisms, or animals with instinct mechanisms, but with humans with a soul and free will. As it deals with human beings, morality occupies a fundamentally important place in Medicine. The practice of Medicine is guided by intrinsic moral convictions that are operative, even if they are not explicitly acknowledged. Hence, Medical practice can be understood as a form of human activity composed of moral standards.

Students of Dr. Vithalrao Vikhe Patil Foundation's Medical College and Hospital, Ahmednagar are subject to this Code and should be aware that breaches of this Code may result in disciplinary actions in accordance with this Code and policies and rules of Dr. Vithalrao Vikhe Patil Foundation's Medical College and Hospital, Ahmednagar. When a Students' Disciplinary Committee is convened, a copy of this Code of Conduct will be made available to the Committee.

## ➤ Definitions

As used in this chapter, unless the context requires otherwise:

- **“College”** means- Dr. Vithalrao Vikhe Patil Foundation's Medical College and Hospital, Ahmednagar.
- **“Administration”** and **“Administrator”** includes Principal/Dean, Medical Superintendent and Heads of the Departments.
- **“Arbitrary or capricious”** refers to willful or unreasonable action, taken without consideration of, or in disregard of, facts or circumstances of a particular case. Where there is room for two reasonable opinions, an action shall not be deemed to be arbitrary or capricious when taken honestly and upon due consideration, however much it may be believed that an erroneous conclusion has been reached.
- **“Assembly”** means any overt activity engaged in by two or more persons, the object of which is to gain publicity, advocate a view, petition for a cause, or disseminate information to any person, persons, or group of persons.
- **“College community”** is composed of all individuals who are enrolled in classes and/or employed by the college.
- **“College facilities”** mean and include any and all real and personal property owned, rented, leased or operated by the College, and shall include all buildings and appurtenances attached there to and all parking lots and other grounds.
- **“Representative”** means a person appointed in writing by an officer or other person designated in a rule to perform a function, to perform that function on the appointer's behalf.
- **“Disciplinary action”** shall mean and include reprimand, probation, suspension, dismissal, monetary fine, rustication, and any other action taken against a student as a sanction or penalty for violation of a designated rule of student conduct.
- **“Faculty member”** mean any employee of college who is employed on a Full Time / Compete basis as a teacher.
- **“Hospital”** means patient care and treatment area of Dr. Vithalrao Vikhe Patil Foundation's Medical College and Hospital, Ahmednagar and also PHCs & UHCs attached to it.
- **“Rules of student conduct”** shall mean those rules regulating student conduct as herein adopted.
- **“Student”** is any person who is enrolled (undergraduate & postgraduate students) in Dr. Vithalrao Vikhe Patil Foundation's Medical College & Hospital, Ahmednagar.

## ➤ Academics and Attendance

- The medical students are required to be present for curricular, co-curricular and extracurricular functions organized by Dr. Vithalrao Vikhe Patil Foundation's Medical College and Hospital, Ahmednagar.
- Nobody shall stay in the Hostel or mess when classes (and clinics) are on. Only sick students who have been authorized rest by medical superintendent are excused from place of duty. Any student advised such rest will have his/ her prescription forwarded by Warden /rector for information to Principal/Dean.
- Students are here to study and prepare to be leading practitioners of medicine. To this end, they will strive to attend all lectures, tutorials, clinics, and other learning programmes. Attendance at all organized academic and extracurricular activities is compulsory except for valid reasons like hospitalization/sick in quarters/duly sanctioned leave. All students will ensure that they are punctual at their places of duty.
- Although a student must have a minimum of 75% attendance in order to be eligible for the University Examination as per Medical Council of India (MCI) Regulations and Maharashtra University of Health Sciences, Nasik, students are required to attend all classes except in case of the reasons listed above.
- It is hereby clarified that the University Rule regarding having a minimum of 75% attendance in each subject is merely one of the eligibility criteria to appear in University Examinations. This does not mean that students will strive to achieve a minimum of 75% attendance. There is no concession offered by the College to students regarding attendance less than 100%, unless absence is due to sickness or leave on extreme compassionate grounds.
- Defaulters with shortfall of attendance below 80% per subject, per term, will be eligible for disciplinary awards. Unauthorized absence of a student for more than ten days continuously may result in striking off of his/ her name from the College Rolls. In case of unsatisfactory progress during training, and absence from college and /or failure to appear in University examinations for four years a student will be eligible for disciplinary awards.
- This rule is effective on promulgation, with immediate effect.



## ➤ Nonacademic Rules and Regulations

### Identification card with a photo –

For the purpose of determining identity of a person as a student, any faculty member, college administrator, or representative of the Principal/Dean may demand that any person produce evidence of student enrollment at the college. Presenting a current student identification card with a photo I.D. card will be deemed proof of student status. Refusal by a student to produce identification as required shall be cause for disciplinary action.

### Freedom of Expression:

The right of free speech is fundamental to the democratic process. Students and other members of the college community shall be free to express their views or support causes by orderly means that do not disrupt the regular and essential operations of the college.

### Dress Code-

Suggestive, provocative clothing is not allowed to be worn in the college campus or college sponsored activities. Clothing that is judged by the college administration to be disruptive to the orderly functioning of the college and hospital either by virtue of the design or in the manner in which it is worn is also forbidden.

*Though college does not impose any strict dress code, but students are advised to adhere to:*

- Transparent attire is prohibited.
- Headwear is not permitted. This includes but is not limited to hats, visors, bandannas and hoods (Exceptions may be granted based on religious and medical reasons with proper verification)
- Sunglasses are not permitted except during outdoor activities.
- Clothing or material that is inappropriate for Institute or offensive to any group is not permitted. This includes, but not limited to, material relating to drugs, alcohol, profanity, obscenity, racism, gang activity and violence.
- Sleepwear and sleepwear type clothing are not permitted.
- It is must for all the students, interns and postgraduate students to wear white apron with nameplate when they are in classroom, practical hall, dissection hall, demonstration room, museum, wards, outpatient departments and other sections of hospital.

## ➤ Nonacademic Rules and Regulations

- Students are expected to wear decent shoes while attending class, practical, wards, OPDs and other sections of college and hospital.
- Students must wear a photo ID card of the institution while attending class, practical, wards, OPDs and other sections of college and hospital.
- Midriff area (front and back) must not be visible at any time, even while seated.
- Undergarments must not be visible at any time.
- Cleavage must not be visible at any time.
- Transparent attire is prohibited.
- Jewellery that poses a safety hazard to the student or other students/ patients is not permitted.
- Administrators have the discretion to exercise their judgment to determine if a student's attire is considered disruptive, distracting or indecent.
- Shorts, half pants, t- shirt and jean pants are not permitted in classroom, practical hall, dissection hall, demonstration room, museum, wards, outpatient departments and other sections of hospital.

### **Hair Cut, Shaving and Personal Hygiene:**

- Students will ensure that hair is not long and that it is kept well-trimmed and kempt. Boys may keep a moustache.
- All boys other than Muslim and Sikhs will shave every day and be clean shaven.
- Remaining unshaved and growing a beard (viz stubble / goatee/ French cut/ mutton chops/ full beard) is not allowed.
- Sikh and Muslim students will maintain their beards properly.
- Both boys and girls will ensure that their personal hygiene is immaculate.
- Girls should tie their hairs properly in classroom, practical hall, dissection hall, demonstration room, museum, wards, outpatient departments and other sections of hospital.
- Keeping long hair and remaining unshaven will bring disrepute to the College and is punishable.

## ➤ Nonacademic Rules and Regulations

### Assembly of students:

- Students can assemble upon college facilities that are generally available to the public.
- Such assembly shall:
  - *Be conducted in an orderly manner;*
  - *Not unreasonably interfere with vehicular or pedestrian traffic;*
  - *Not unreasonably interfere with classes, schedules, meetings or ceremonies and*
  - *Not unreasonably interfere with the regular activities of the college.*
- A student who conducts or participates in an assembly in a manner which causes or helps to cause a violation of this section shall be subject to disciplinary action.
- All speakers at an assembly shall allow time, in so far as circumstances reasonably permit, for a question and answer session.
- Sound amplifying equipment shall not be used without permission of the administration.
- For this prior permission from Principal/Dean in **MUST**.

### Inviting Outside Speakers:

- Student after written notification to the Principal/dean may invite a speaker to the college, subject to any restraints imposed by law.
- The appearance of an invited speaker at the college does not represent an endorsement, either implicit or explicit, by the college.
- The scheduling of facilities for hearing invited speakers shall be made through the Principals/deans office.
- The Principal/dean must be notified in writing at least four academic days prior to the scheduled talk of an invited speaker.
- Notification shall include time, location and sponsoring organization.
- The Principal/dean may approve or disapprove the program it is and solely dependent on Principal's/dean's discretionary powers.
- All speakers shall allow time, as circumstances reasonably permit, for a question and answer session.

## ➤ Nonacademic Rules and Regulations

### **Sale of Personal Property:**

Students shall not involve in any such practices at all and if any student involves in such acts outside the campus, authorities are not responsible for such acts.

### **Distribution of Materials:**

- Distribution by means of accosting individuals or unreasonably disruptive behavior is prohibited.
- Any student who violates any provision of this rule relating to the distribution and sale of handbills, leaflets, newspapers or similar materials shall be subject to disciplinary action.
- Any distribution of the materials regulated in this section shall not be construed as approval or endorsement of the same by the college.
- Handbills, leaflets, newspapers and similar materials may be distributed free of charge upon college facilities/ cultural events/ sports events/ other of our college with prior approval by the Principal/Dean, provided that such distribution does not interfere with the movement of persons or interfere with the free flow of vehicular or pedestrian traffic.
- The distribution of materials is prohibited in parking areas.
- All handbills, leaflets, newspapers and similar materials should identify clearly the organizers of the event

### **Academic Dishonesty:**

- All forms of academic dishonesty including (but not limited to) cheating in examinations, plagiarism, and facilitating these are punishable.
- Any student who is found guilty of using unfair means, i.e., cheating or endeavouring to cheat by taking unauthorized books, pamphlets or papers, mobile phone, voice receiver, voice recorder, etc into the examination hall or trying to gain information from fellow students while in the examination hall will render himself/herself liable to be rusticated from the institution. Any student who is found helping in academic dishonesty is also culpable, and liable for similar disciplinary action.

## ➤ Nonacademic Rules and Regulations

### **Behavioral Misconduct-**

Acts which will be construed to mean Behavioral Misconduct are too exhaustive to list. By and large, any activity that is not in the spirit of "good order" is Behavioural Misconduct, and includes (but is not limited to) the following:-

- Abuse, threats of violence or intimidation, coercion, deceit or other conduct by physical gestures (not including assault), by speech, or by electronic means that threatens or endangers the health, freedom or safety of any person or obstructs another resident or faculty member in performance of their duties.
- Intemperate behavior, speech or gesture, threat to strike or strike any member of faculty, or attempt any form of rudeness or sexual innuendoes in a conversation with a lady faculty/student/non-teaching staff member.
- Disorderly or indecent conduct, breach of peace, anti-social behaviour, or aiding or abetting other persons to breach the peace on College or Hostel premises or outside.
- Disruptive behavior like sloganeering, agitating, striking, mass bunking of classes or clinics or events where attendance is mandatory and signature campaigns, combined petitions and representations.
- Obstruction of college activities such as teaching, administration and disciplinary procedures.
- Failure or refusal to comply with the directions of teaching or admin staff pertaining to academic or administrative matters.
- Influencing or attempting to influence another person to commit an act of Behavioural Misconduct.

### **Criminal Activity:**

- Students shall never use insulting, inciting, or threatening language when interacting with anyone and will not participate in acts of violence towards persons or property of any kind, both on and off campus. Criminal activity involving acts or intimidation and threats of violence, assault, affray, battery, harassment, sexual assault, rioting or any form of criminal activity not involving violence like impersonation, forgery, bribery or attempt to bribe, alteration or misuse of any college document, record or identification, and theft of property or possession of stolen property by students will be viewed with the greatest seriousness.

## ➤ Nonacademic Rules and Regulations

### **Criminal Activity:**

- Cases constituting criminal behaviour whether cognizable offences or non-cognisable offences under The Code of Criminal Procedure 1973, will be referred to the police for investigation. During the process of the investigations, the Dean may order the temporary expulsion of involved offenders from the Hostel in order to provide safety and to limit involvement of others in the alleged case and to provide natural justice for both parties.
- In the event of police actions like arrests/ detentions/ interrogations initiated against any student or judicial proceedings like court hearings, students who remain absent from classes will not be eligible for any special consideration while deciding for eligibility to appear in university examinations, irrespective of whether such investigations or judicial proceedings exonerated such students.
- Any form of cheating/forging/stating falsehood in any activity while at the institution will be severely dealt with.
- In the event of any criminal activity like assault or manhandling of any student of staff by student(s) and subsequent arrival at a compromise between the parties concerned, the matter will nevertheless be investigated by Disciplinary Committee for Students and disciplinary awards given for bringing the College to disrepute.
- Students are responsible for the safe custody of their personal belongings. While joining or residing in campus students will not bring any items of jewellery, curios and other fancy or valuable items with them.
- Any student who is found guilty of stealing or in possession of stolen private or public property will be liable for appropriate disciplinary/legal action.
- The possession of firearms or dangerous weapons including knives, inflammables and explosives is prohibited.

### **Denial of Access to College Campus**

- The Principal/dean may deny admission to a prospective student, or continued attendance to an enrolled student, if treasonably appears that by the student's presence or conduct, creates a disruptive atmosphere within the college or poses substantial risk of actual harm to a member of the campus community.
- Denial of access decisions may be appealed, as or like disciplinary actions, to the
- disciplinary board or academic board, whichever is designated by the Principal/dean

## ➤ Nonacademic Rules and Regulations

### Trespass:

- In the instance of any event that the Principal/dean seems to be disruptive of order, or seems to impede the movement of persons or vehicles, or deems to disrupt or threaten to disrupt the movement of persons from college facilities, the Principal/dean can:
  - Prohibit the entry of any person, or withdraw from any person permission to enter into or remain upon any portion of a college facility;
  - Give notice against trespass to any person from whom the permission has been withdrawn or who has been prohibited from entering into or remaining upon all or any portion of a college facility;
  - Order any person to leave or vacate all or any portion of a college facility.
- Any student who disobeys a lawful order given by the Principal/dean, shall be subject to disciplinary action
- Liable to punishments like:
  - Fine of Rs. 20,000/- with warning for the first time
  - Fine of Rs. 40,000/- for the second time and legal action

### Smoking:

- Smoking in the college campus is not permitted. Violations of this act shall be cause for disciplinary action
- Liable to punishments like:
  - Fine of Rs 5,000/- with warning for the first time
  - Fine of Rs. 10,000/- with expulsion from the Hostel for the second time
  - Fine of Rs.50,000/-with Academic suspension for I term from College-Third time

### Liquor:

- Any student who, while in any college facility or participating in a college related program, uses, possesses, consumes, is demonstrably under the influence of, or sells any liquor, in violation of law shall be subject to discipline.

## ➤ Nonacademic Rules and Regulations

### **Liabile to punishments like :**

- Warning and Expulsion from the Hostel- First time
- Suspension for Academic one term from the College- Second time
- Suspension for Academic two terms from the College- Third time
- If found as repeated Offender dismissal from the college.

### **Drugs/Substance Abuse:**

- Any student who, while in any college facility or participating in a college related program, uses, possesses, consumes, is demonstrably under the influence of, or sells any narcotic drug or controlled substance, in violation of law, shall be subject to disciplinary action. Legal action as per law and
  - Warning and Expulsion from the Hostel- First time
  - Suspension for Academic one term from the College- Second time
  - Suspension for Academic two terms from the College- Third time
  - If found as repeated Offender- dismissal from the college

### **Conduct at College Functions:**

- Any student who significantly disrupts any college function by intentionally engaging in conduct that renders it difficult or impossible to continue such a function in an orderly manner, shall be subject to disciplinary action.
- Liabile to punishments like:
  - Warning – First time
  - Suspension of 15 days from the College- Second time
  - Suspension for Academic one term from the College-Third time.



## ➤ Nonacademic Rules and Regulations

### **Theft, Stolen Property or Robbery:**

- Any student who, while in any college facility or participating in a college related program, commits theft or possesses stolen property, or commits robbery, shall be subject to disciplinary action.
- Legal action as per Law and Liable to punishments like:
  - Warning – First time
  - Suspension of 2 months from the College- Second time
  - Suspension of Academic one term from the College- Third time

### **Damaging Property:**

- Any student who causes or attempts to cause physical damage to property owned, controlled, or operated by the college or to property owned, controlled, or operated by another person while said property is located on college facilities, shall be subject to disciplinary action.
- Any student who in this or any other manner is guilty of malicious mischief shall be subject to disciplinary action
- Liable to punishments like:
  - Compensation of damaged property along with Fine of Rs 20,000/- with Warning - First time
  - Compensation of damaged property along with Fine of Rs. 30,000/- with Suspension of one term from the College- Second time
  - Dismissal from the College- Third time

### **Interference or Intimidation:**

- Any student who, while in any college facility or participating in a college related program, shall interfere by force or violence with, or intimidate by threat of force or violence, another person who is in the peaceful discharge or conduct of his/her duties or studies, shall be subject to disciplinary action.
- Liable to punishments like:
  - Warning – First time
  - Suspension for 2 months from the College- Second time
  - Suspension for Academic one term from the College-Third time

## ➤ Nonacademic Rules and Regulations

### **Harassment:**

Any form of behavior which is unwelcome, intimidating or humiliating for the person who is the target of that behavior is harassment. Some examples are making inappropriate comments, questions and insinuations about another person's private life, making in timid ting comments or behaving so, offensive phone calls or messages sent by electronic means, attempts to coerce others into unchosen behavior, etc.

### **Sexual Harassment:**

Any student who, while in any college facility or participating in a college related program, knowingly engages in unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature, where such behavior offends the recipient, causes discomfort or humiliation, or interferes with job or academic performance, shall be subject to disciplinary action.

- A demand or request for sexual favors.
- Eve-teasing, whistling, cat-calls, winking, staring, blocking the path, following
- Molestation
- Saying sexual jokes, jokes causing or likely to cause awkwardness or embarrassment.
- Text messages/ missed phone calls
- Gender-based insults or sexist remarks, lewd remarks
- Innuendoes, unsavory remarks and taunts
- Unwelcome sexual overtone in any manner such as over telephone (obnoxious telephone calls) and the like.
- Physical contact, touching or brushing against any part of the body and other advances.
- Displaying pornographic or other offensive or derogatory pictures, cartoons, pamphlets or sayings.
- Physical confinement against one's will and any other act likely to invade one's privacy.
- Repeatedly asking out someone who is not interested.
- Any other unwelcome physical, verbal or non-verbal conduct of sexual nature.

## ➤ Nonacademic Rules and Regulations

Shall be Punished as per law and

- Warning and Expulsion from the hostel and suspension for one term from the College.
- Suspension for one year from the college
- Third Time- Expulsion from the college.

### **Disrepute to Institution:**

Students will ensure that their behaviour does not cast a “bad light” upon the College by indulging in incidents of assault/ affray with each other or outsiders, disrespecting the right of the neighborhood to courtesy, peace and quiet and being involved in illegal activities of any kind. Academic dishonesty, criminal activity, ragging, harassment, sexual harassment etc will invite the award of various forms of punishments under the law of the land. As the award of such punishments to a student of our college will bring disrepute to the institution, it will invite disciplinary actions as deemed appropriate. Further, they should not talk or act in any manner outside the College that would bring disrepute to college.

### **Cybercrime:**

Cybercrime is defined as “Offences that are committed against individuals or groups of individuals with a criminal motive to intentionally harm the reputation of the victim or cause physical or mental harm to the victim directly or indirectly, using modern telecommunication networks such as Internet (Chat rooms, emails, notice boards and groups) and mobile phones (SMS/MMS)”. Information Technology (Amendment) Act 2008 is applicable on all cases of hate mail, publishing or transmitting obscene material in electronic form, making communications that are distasteful, obscene or offensive, illegal.

### **Use of social networking media sites:**

The use of social networking media sites by any student to use insulting and derogatory remarks, or make insinuations about any person or group of persons including staff and faculty is prohibited. The communication of obscenities and derogatory or offensive comments at specific individuals focusing for example on gender, race, religion, nationality, sexual orientation, etc are punishable by law. Any student found to have committed any act of a cybercrime would be handed over to the Cyber Crime Cell of Police. In addition, for bringing the College into disrepute, the student would receive the harshest punishment.

## ➤ Nonacademic Rules and Regulations

### **Noise Levels:**

Students are permitted to keep/use music system with output not more than 50W PMPO in their rooms. A noise level that disturbs others, irrespective of the time, is considered inappropriate. Failure to comply with the request of any student or Staff to lower noise is a breach of this Code.

On occasions when the College as a whole celebrates, higher than normal levels of noise may be tolerated up to 2200 hours.

### **Offensive Language:**

Any student, who, while in any college facility or participating in a college related program, and without a privilege to do so, uses language which he/she knows or should know is offensive to a reasonable person, shall be subjected to disciplinary action.

Liable to punishments like:

- Warning – First time
- Suspension for 15 days from the College- Second time
- Suspension for Academic one term from the College-Third time

### **Forgery or Alteration of Records:**

Any student, who, while in any college facility or while participating in any college related program, engages in forgery, shall be subjected to disciplinary action.

Liable to punishments as per law and

- Warning and one term suspension – First time
- Suspension for 2 terms from the College- Second time
- Dismissal from the college – Third time

### **Computer Trespass:**

Any student who, without authorization, intentionally gains access to a computer system or electronic data of another student, a faculty member, library, department, hospital or any other section of Institute shall be subject to disciplinary action.

Liable to punishments as per law and:

- Warning and one term suspension – First time
- Suspension for 2 terms from the College- Second time
- Dismissal from the college – Third time

## ➤ Nonacademic Rules and Regulations

### **Firearms/Explosives:**

Any student who, while in any college facility or participating in a college related program, uses or has on his/her person firearms or explosive materials, shall be subject to disciplinary action.

Liable to punishments as per law and

- Warning and one term suspension – First time
- Suspension for 2 terms from the College- Second time
- Dismissal from the college – Third time

### **Photography and posting on web:**

Any student engages in photography either with camera or mobile, where such act offends the person or persons shall be subject to discipline. Posting of information or photograph of any student other than student himself on web is strictly prohibited and shall be subject to disciplinary action.

Liable to punishments as per law and

- Warning – First time
- Suspension of one term from the College- Second time
- Dismissal from the college – Third time

### **Use of College Name:**

- The good name of the College is a vital part of the College's standing in the medical fraternity. The name of the College cannot be used without prior approval of the principal /Dean.
- College students wearing College jerseys and the name of the College on their clothes must behave at all times in a manner that reflects well on the College.
- The unauthorized use of any College equipment, property, name or insignia are prohibited.

### **Lawns:**

- Persons are not permitted to use lawns for walking/sleeping or sunbathing purpose.
- Out door games shall be played in the designated sports grounds and using of lawns for this purpose shall be subject to disciplinary action.

### **Roofs and attics:**

- College roofs and attic spaces are out of bounds.
- Damage to these will attract punishment

## ➤ Nonacademic Rules and Regulations

### **Waste management and recycling:**

It is an offence to deposit litter in any location within the College perimeter other than designated litter bins.

*Violation is punishable*

- First time – warning
- Second time – One term suspension from the academic classes

### **Mobile Phones and/or others:**

Mobile Phones and other related gadgets should not be used by undergraduate students in the library, Information System Service Public Access Computer Rooms, Lecture Theatres, Laboratories, operation theatres, outpatient departments, wards or other public teaching/patient care and research areas.

*Violation is punishable*

- First time – Warning
- Second time – One term suspension from the academic classes.

## ➤ Code of conduct for Library regulations

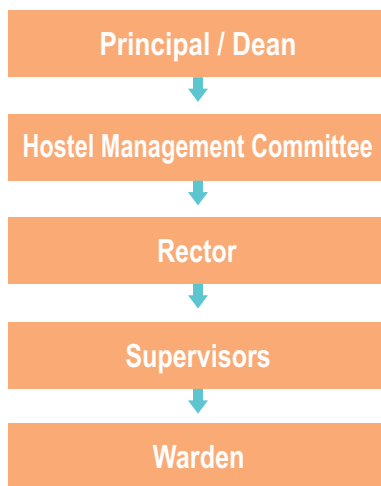
- It is a breach of the Library regulations to attempt to enter any Library building by use of another reader's Identity Card. Readers must show their Identity Card or Library Card on request to any member of the Library staff when within the Library.
- Readers before leaving Library buildings must present all books, bags and briefcases to the guards for inspection. No Library book may be taken out of a Library building except a book the loan of which is permitted and which has been recorded by the Library staff as being on loan to the reader.
- Mutilation or defacement of any book or article of Library property is regarded as a major offence.
- Readers may not use bottles of ink or correction fluid in the Library, nor may such substances be left on desks or in reading rooms.
- Any marking or highlighting or underlining of any content of any book/journal is strictly prohibited and subject to discipline

## ➤ Code of conduct for Library Regulations

- Silence must be observed as far as possible in all parts of the Library. The use, in a manner causing noise or disturbance, of electrical equipment such as computers, mobile phones, personal stereos, or radios is prohibited. Except in respect of computers in specifically designated areas, the Library does not make power outlets available for such electrical equipment. Users of computers in the Library are reminded that they must also comply with the college's IT and network code of conduct and other regulations for the time being in force.
- Smoking and the consumption of food and drink are forbidden in all parts of the Library open to readers, and no items of food or drink may be left on desks or in reading rooms.
- Readers are not allowed to bring visitors into the reading rooms unless special permission is taken from the Librarian
- Readers are not permitted to reserve seats by leaving their belongings or books on seats and desks. The Library staff may move any property left at unoccupied desks or seats for more than 15 minutes except for officially reserved seats.
- Readers are at all times responsible for their own property.
- Activities like group discussions are strictly prohibited in the reading rooms.
- Those undergraduate students who want to enter postgraduate or staff reading section may do with prior permission from the librarian.
- Readers are required to comply with the provisions of the Copyright and Related Rights acts when making photocopies from material which enjoys copyright protection. Failure to comply may expose student or staff member of College, to College disciplinary procedures. Breach of the Library regulations will result in disciplinary action by the Librarian, Professor Incharge of library and Principal or as appropriate. Appeal against a Library penalty or decision of the Librarian is to the Professor Incharge and he in turn may act appropriately after informing Principal. The Disciplinary committee under the Chairmanship of Principal/Dean with respect to library, imposes penalties, with the inputs from the librarian for breaches of the Library regulations. Penalties may include fines, administrative and other charges, ejection and temporary or permanent exclusion from the Library and/or the College and/or the University, and the confiscation of any personal property brought into or used within the Library in breach of library and/or any other applicable college regulations. The Library shall not be responsible, in any way whatsoever, for any property so confiscated. Graduate and Post graduate students are required to return all books to the Library within one month before the final examination. The Library will submit records of books and fines outstanding to the student section for the purpose of alerting students to their obligation to clear their Library dues so that they may be allowed to appear in the examinations.

## ➤ Code of Conduct for Hostels and Mess

### Governance of Hostels



### Hostel admissions-

- Rooms will be allotted, taking into consideration the priority of the application, seniority in the courses of studies, results at examination held earlier and other such criteria.
- No allotment will be made to students who have not paid their college tuition and other fees.
- Application for accommodation, in the prescribed form only, should be submitted in the College office.
- The Hostel admission shall be confirmed on payment of the Hostel Fees and the Hostel Deposit.
- Hostel admission is applicable only for one academic year, extendable at the discretion of the authorities.
- Once admitted in hostel, student should occupy the room within 15 days from admission, failing which his/ her admission will be cancelled and seat will be allotted to waitlisted Candidate.
- Once a student has been admitted to the hostel, he/ she will not be permitted to leave it till the end of the term if, however, he/she leaves the hostel in contravention of this rule, he/she will be liable to pay the rent and other establishment charges as decided by the Principal/dean.



## ➤ Code of Conduct for Hostels and Mess

### Hostel admissions

- Terms will start as 1st Term from 1st August to 31st January and 2nd Term from 1st February to 31<sup>st</sup> July.
- All the Hostel fees and other dues if any pertaining to the term should be paid within 15 days from the date of commencement of the term.
- In case of non-payment of fees and other dues the student will be permitted to pay these amount with fine as applicable. On failure to pay the fees & fine also, the student will be asked to vacate the hostel.
- In case a defaulting student wants to rejoin the Hostel, he/she will not be allowed to do so until he/she pays up all the previous dues, including the fine and plus re-admission charges.
- Every applicant for admission to the Hostel will be required to pay a hostel caution money deposit. This sum will be returned to the student in full soon after he/ she finally leaves the hostel provided there are no outstanding dues of any description recoverable from him/her.
- Application for refund of caution money should be submitted to the principal, in the hostel office through the respective hostel warden at the time of leaving the hostel. Claims for refund of caution money received more than three months after leaving the hostel will not be entertained and the same will be forfeited.

### Hostel timings-

- Hostel main gate opens at 7.00 am in morning for exit of student.
- Hostel main gate closes at 9.30 pm for entry of students.
- From 9.30 pm to 10.00 pm attendance will be taken.
- Absentees during attendance and breaking rules of hostel will be liable for punishment described by authorities.
- Above rules are applicable to both boys and girls hostel for undergraduate students from Monday to Sunday.

### Hostel Rules

1. The supervision and control of the students residing in the hostels will rest with the Principal/Dean. He will be assisted by Hostel management committee, rectors, wardens and supervisors of respective hostel & the managerial staff of hostel section.

## ➤ Code of Conduct for Hostels and Mess

2. The rector will have the powers to supervise, regulate and control the students in matters of accommodation, discipline, studies, and general conduct. He will enforce the rules laid down in this connection.
3. No student is allowed to change his or her room unless permitted by the rector and dean/principal.
4. In all matters of dispute, the principal/dean's decision shall be final.
5. The RIGHT to admit / cancel hostel admission and to form a new rule, if required, is reserved with principal/Dean to keep peaceful, secured & healthy atmosphere in hostel premises.

### **Extra-curricular activities in hostel:**

1. No sports are played at anytime in the verandahs, quadrangles and places not intended for games.
2. The students will be allowed to celebrate certain functions / festivals of their interest, with prior permission and only at the place provided by the rectors, The festivals like Holi, Rangapanchami etc. will not be permitted in the hostel premises. The firework/crackers are also strictly prohibited.
3. Students are advised not to form separate groups, plan short tours or picnics, site seeing etc; such activities shall not be allowed by the Warden/Rector. However, with prior permission, and on undertaking from the parents of the concerned student, this may be permitted by Principal/Dean.

### **Forbidden Activities in hostel:**

1. Smoking, consuming of alcohol, tobacco and gutkha etc. are strictly prohibited in the hostel campus and in the hostel. Hence, if anybody is found indulging in these activities, case will be charged as per the IPC rules and a strict action will be taken.
2. Ragging: Any act of teasing, manhandling, using abusive words, physical or mental torture and such other type of act which creates physical or mental tension on another student or a group of students shall be treated as ragging. Ragging is a legally cognizable offence. The management of the hostel will strictly curb any activity leading to ragging, fighting, teasing, abusing each other. Strict action will be taken against defaulters, under the Ragging Prevention Act (as per the supreme court of India ruling). The students engaged in activities mentioned above shall immediately be expelled from the hostel and college / institute. He/she will be permanently debarred from the roll of the institution. The hostel fees, the deposit and tuition fees of college/institution etc of such students shall be forfeited and the decision of the Principal on the recommendation of the proctor / Warden will be final & binding on the student and her/his parents.

## ➤ Code of Conduct for Hostels and Mess

1. Photography, of others or their property, in any form, including through mobile camera, is forbidden in the college campus.
2. Shouting, loud singing, playing and loitering in corridors is strictly prohibited. Silence Hours will be observed from 9:00 p.m to 6:00a.m on all days. No noise of any sort will be permitted during the silence hours. Serious notice will be taken of the breach of this rule.
3. Affixing of Photos, wall-paper, indecent posters, stickers on the walls and glass panel is strictly prohibited.
4. Playing cards, musical instruments, audiovisual devices in the manner which is disturbing the others; is strictly prohibited.
5. Spitting is strictly prohibited.
6. Hostel and mess employees should never be sent on personal work.
7. No outsider is permitted to use / play in the Common Room.
8. Furniture etc. in the room should not be moved to any other place / room or be given to anybody else.
9. Students are not allowed to cook in the hostel rooms .
10. The student should always carry his / her identity card and the same should be presented when asked by the authority / security person.

### **Maintenance & Sanitation in hostel:**

1. Each student will be supplied with a cot, a chair, a study table and a shelf, for the safety of which he/she will be responsible and answerable. He/she will be held responsible for the damages to the room and to the furniture supplied to him/her. Nailing the walls or defacing or writing on benches, tables, chairs, doors, walls, cupboards etc is strictly forbidden. In all such cases students will have to pay for such damages as assessed by the Warden.
2. The rooms should be kept quite clean, neat and tidy. Garbage should be thrown only in the dust-bins.
3. Minor alterations/fixtures for routine requirements may be permitted only with the prior permission of the rector and once done, will become the property of the Hostel.
4. Staff would be provided to the hostel to sweep the external area and keep the premises clean. All complaints such as those regarding sanitation etc. concerning the hostel should be made to the Hostel Supervisor who will look into them and take necessary steps to rectify the same.

## ➤ Code of Conduct for Hostels and Mess

### Use of Hostel Rooms:

1. Students must use the premises allotted to them only for the purpose of residence, study and within limits prescribed by these rules.
2. Students should be as economical (cost-conscious) as possible in the use of electricity and water. Light or fan should not be switched on unnecessarily. Lights & fans should be switched off when the students go out and rooms are locked.
3. No student should be absent from the hostel beyond 09:30 pm except with written permission of the principal/dean. All applications for leave of absence from hostel should be written in a specially provided "Leave Form". This form should be duly filled in and submitted to the Warden and his permission obtained before leaving the hostel. The format enclosed as Annexure-I needs to be used for this purpose. Leave notes written on scraps of paper will receive no attention.
4. Students are not authorized to go out of station/leave station without prior notice and permission of the Warden and rector. If any student wishes to leave station, he/she should apply to the warden in writing, stating the date and time of his/her departure and return and also the place to which he/she is going. He/she should give his/her postal address & Mobile Number during the absence from hostel. All students shall give in their application forms, the names and address of persons in Ahmednagar or Near Ahmednagar with whom they are permitted by their parent/guardian to stay out night or spend short holidays.
5. Girls are not allowed to enter the Boys Wing of hostel and vice-versa.
6. Students are advised not to keep any valuables such as gold, cash etc. in their rooms.
7. The Hostel is not responsible for the theft or loss of any article belonging to the student.
8. Resident students must keep the keys of their rooms always with them. The rooms should be locked when the students leave their rooms for whatever reasons.
9. If a student is found to be irregular in attending classes and practicals without any reason, he or she shall be asked to leave the hostel even during the term without any prior intimation. The students involved in "mass bunking" or having less attendance in class shall be expelled from the hostel.
10. Permission to stay during the vacation may be given by the principal/dean on written request. Personal belongings of student's proceedings on vacation maybe left behind in the hostel till their return. All such articles must be packed and labeled properly and entrusted to the Hostel clerk for safe custody, with their inventory. A receipt will be issued for articles held in safe custody which should be surrendered when the articles are claimed again.

## ➤ Code of Conduct for Hostels and Mess

### Use of Hostel Rooms :

11. Use of Vehicles- two and four wheelers- are responsibility of concerned students and parents. College does not take any responsibility of use of vehicle inside as well as outside the campus.
12. Use of electrical appliances in the hostel other than those provided by the institution is strictly prohibited. No refrigerator, television, microwave, electric iron or geyser is permitted in the rooms of the hostel without the permission of the authorities. The college is not responsible for any accidents occurring due to the use of such appliances. Any private electric appliance found in any of the rooms will be confiscated. Infringement of these rules will be severely dealt with. If someone is found to be using such appliances, action will be taken against him/her and a fine of Rs. 1000/- will be charged.

### Damage to Property:

- Each student is free to decorate their room.
- However students will not deface, mutilate or damage any building or property belonging to the College or individual. Nails and screws are not permitted to be driven into walls, ceilings or woodwork
- Students will not cut or otherwise deface desks, tables, seats or any other furniture within the institution.
- Residents are not permitted to paint or paste wallpaper on their rooms. Doors, walls and furniture are not to be written on. Graffiti of any kind must not be written.
- The cost of defacing portion of a wall or a door would be the cost of painting the entire wall or door, as the case may be. Offensive posters are not acceptable on Hostel Premises and will be removed by College Staff.
- Students will not cut/uproot plants or trees in the college or hostel premises.
- Any student guilty of damaging College property will pay Barrack Damage charges based on the extent of damage caused, which will be assessed at each term end.

### Wastage of Electricity and Water:

- - Careless and negligent wastage of electricity is a sign of socially irresponsible behaviour, and is prohibited.
- - One must be conscious always that while huge amounts of natural resources are wasted, every citizen can and should contribute to conserving these.
- - Students who are noticed to be careless can be placed under disciplinary probation as a corrective measure.

## ➤ Code of Conduct for Hostels and Mess

### Complaints:

1. All complaints related to hostel activities should be addressed to the principal/dean only.
2. All matters relating to differences among students and complaints about hostel servants shall be reported to the Warden. The Warden will take such action as he thinks necessary to resolve the problems in consultation with rector.
3. A student who misbehaves in the institute shall also be liable for expulsion from institute / hostel.
4. If anybody is found in infringement of security guard's instructions, misbehaving with the faculty or staff of the college, misbehaving in the hostel premises or college premises, on road and including in unfair means, which will damage the image of the Institution, is liable for the punishment
5. The student's discipline and general behavior is of paramount importance. On receipt of a report by the Warden either in writing or orally relating to the indiscipline of a student from other students/representatives he would take immediate action as required in consultation with rector.
6. When a student appears to the warden / other officials to be undesirable or otherwise unfit to be a resident student due to his/ her persistent neglect of studies, Hostel rules or for any other causes, the Disciplinary Committee has the powers to expel such a student from the hostel, even without notice. Any student involved in an indecent, rude behavior with the hostel authorities, staff, security personale, or the inmates of the hostel is also liable for expulsion from the hostel. Action will also be taken against a student engaged in shouting in mess, using abusive words on friends or servants and for indecent behavior in the mess.
7. Occupants of each room will be responsible for safety of the tube and fan fittings. In case of any fault arising in the fittings the students in the room will report the matter to the Hostel Superintendent. The Hostel Superintendent will arrange for proper repairs or replacements of spare parts at the earliest. Students should not meddle with electric fittings in their rooms or make extra connections from them; Tampering in the electrical connections is seriously forbidden.
8. No student shall undertake to repair himself any damage to rooms, fixtures or furniture. He/she will report to the Hostel Superintendent who will then arrange to have it repaired.
9. Illness must be immediately reported to the room partner, student representative or to the Warden, rector or principal/dean who will make arrangements for necessary medical treatment and attendance.
10. In case of emergency, if the student is struck somewhere in the city or elsewhere, he/she should immediately contact the Warden/Hostel Office/Head of the Institution/Security office.

## ➤ Code of Conduct for Hostels and Mess

### Guests:

1. Guests are not allowed to stay in the hostel. Visitors (Parents, relatives, local guardians, friends & non-hostelite colleagues) are allowed to visit the hostel inmates in the hostel between 10:00 A.M. to 7.00 P.M. All visitors and friends should be received in the common room. Visitors must leave the premises before 7.00 P.M. except on special occasion on which the principal/dean has given permission for a longer stay.
2. Unauthorized outsiders or strangers are not permitted to visit the college Hostel at any time in the day or night such of those as dhobhi, etc. if they desire to visit the hostel, they must apply in writing to the warden for the issue of a pass authorizing them to enter the hostel premises.
3. If unknown visitors are found moving about in the hostel premises without a pass, they will be handed over to the police.
4. All students are advised to extend their fullest co-operation to see that no unauthorized persons enter the hostel premises. If they happen to find any such person, they should demand the pass and if it is not forthcoming the matter should be brought to the notice of the supervisor, for further action.

### Additional Rules for Girls Hostel:

1. With permission, relatives can meet the students in the Guest room only, after entering their details in the visiting Register. The visiting timings are from 7 am to 9 am and 5 pm to 7 pm on working days and 8 am to 12 noon and 4 pm to 7 pm on holidays/Sundays. No visitor will be allowed to visit the student's room.
2. Lady students of the college residing in the hostel should not invite or admit any male students to their hostel premises. Any breach of this rule will be taken note of seriously and the parent/guardian of the students concerned will be informed and other necessary action may also be taken at the discretion of the warden. Lady students however are permitted to receive and speak to their near relative in the common room of the hostel. Special permission of the warden may be given on application by the lady student or the visitor.

### Mess facility

- The mess of Hostel will be managed by a contractor.
- Rules regarding the working of the mess have been made and displayed on the Mess Notice Board.
- Resident students are expected to observe these rules scrupulously.
- Hostel residents will be compulsory member of the mess.
- Charges will be decided by the college authorities.
- Outside Vendors are not allowed to come into hostels & supply food on daily basis; students are discouraged from getting food from outside; those who do get food from outside are at their own risk.

## > Ragging

### **As Per MCI and UGC guidelines broadly speaking Ragging is**

Any disorderly conduct whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness any other student, indulging in rowdy or indisciplined activities which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in a fresher or a junior student or asking the students to do any act or perform something which such student will not do in the ordinary course and which has the effect of causing or generating a sense of shame or embarrassment so as to adversely affect the physique or psyche of a fresher or a junior student. The cause of indulging in ragging is deriving a sadistic pleasure or showing off power, authority or superiority by the seniors over their juniors or freshers.

### **II. (A). 16. (b).Ragging and the Indian Penal Code**

There are thirteen provisions of the IPC (Indian Penal Code) which can be used by a fresher who is being ragged to register an FIR (First Information Report) in the police station under whose jurisdiction-area the crime has taken place.

#### **These sections are:**

- i. 339. Wrongful restraint
- ii. 340. Wrongful confinement
- iii. 341. Punishment for wrongful restraint
- iv. 342. Punishment for wrongful confinement
- v. 294. Obscene acts and songs
- vi. 506. Punishment for criminal intimidation

#### **In cases of extreme ragging that includes violence:**

- vii. 323. Punishment for voluntarily causing hurt
- viii. 324. Voluntarily causing hurt by dangerous weapons or means
- ix. 325. Punishment for voluntarily causing grievous hurt
- x. 326. Voluntarily causing grievous hurt by dangerous weapons or means

#### **In case a ragging victim has lost his/her life:**

- xi. 304. Punishment for culpable homicide not amounting to murder
- xii. 306. Abetment of suicide
- xiii. 307. Attempt to murder



## > Ragging

### Details of all the above sections:

#### **i. 339. Wrongful restraint**

Whoever voluntarily obstructs any person so as to prevent that person from proceeding in any direction in which that person has a right to proceed, is said wrongfully to restrain that person.

Exception: The obstruction of a private way over land or water which a person in good faith believes himself to have a lawful right to obstruct, is not an offence within the meaning of this section.

Illustration: A obstructs a path along which Z has a right to pass. A not believing in good faith that he has a right to stop the path. Z is thereby prevented from passing. A wrongfully restrains Z.

#### **ii. 340. Wrongful confinement**

Whoever wrongfully restrains any person in such a manner as to prevent that person from proceedings beyond certain circumscribing limits, is said "wrongfully to confine" that person.

#### **Illustrations:**

- i. A causes Z to go within a walled space, & locks Z in. Z is thus prevented from proceeding in any direction beyond the circumscribing line of wall. A wrongfully confines Z.
- ii. A places men with firearms at the outlets of a building, and tells Z that they will fire at Z if Z attempts to leave the building. A wrongfully confines Z.

#### **iii. 341. Punishment for wrongful restraint**

Whoever wrongfully restrains any person shall be punished with simple imprisonment for a term which may extend to one month, or with fine which may extend to five hundred rupees, or with both.

#### **iv. 342. Punishment for wrongful confinement**

Whoever wrongfully confines any person shall be punished with imprisonment of either description for a term which may extend to one year, or with fine which may extend to one thousand rupees, or with both.

#### **v. 294. Obscene acts and songs**

Whoever, to the annoyance of others

- (a) Does any obscene act in any public place, or
- (b) Sings, recites or utters any obscene song, ballad or words, in or near any public place, shall be punished with imprisonment of either description for a term which may extend to three months, or with fine, or with both.

## ➤ Ragging

### **vi. 506. Punishment for criminal intimidation**

Whoever commits, the offence of criminal intimidation shall be punished with imprisonment of either description for a term which may extend to two years, or with fine, or with both; If threat be to cause death or grievous hurt, etc-and, or to cause the destruction of any property by fire, or to cause an offence punishable with death or 152 [imprisonment for life], or with imprisonment for a term which may extend to seven years, or to impute, unchastity to a woman, shall be punished with imprisonment of either description for a term which may extend to seven years or with fine or with both.

### **vii. 323. Punishment for voluntarily causing hurt**

Whoever, except in the case provided for by section 334, voluntarily causes hurt, shall be punished with imprisonment of either description for a term which may extend to one year, or with fine which may extend to one thousand rupees, or with both.

### **viii. 324. Voluntarily causing hurt by dangerous weapons or means**

Whoever, except in the case provided for by section 334, voluntarily causes hurt by means of any instrument for shooting, stabbing or cutting, or any instrument which, used as weapon of offence, is likely to cause death, or by means of fire or any heated substance, or by means of any poison or any corrosive substance, or by means of any explosive substance or by means of any substance which it is deleterious to the human body to inhale, to swallow, or to receive into the blood, or by means of any animal, shall be punished with imprisonment of either description for a term which may extend to three years, or with fine, or with both.

### **ix. 325. Punishment for voluntarily causing grievous hurt**

Whoever, except in the case provided for by section 335, voluntarily causes grievous hurt, shall be punished with imprisonment of either description for a term which may extend to seven years, and shall also be liable to fine.

### **x. 326. Voluntarily causing grievous hurt by dangerous weapons or means**

Whoever, except in the case provided for by section 335, voluntarily causes grievous hurt by means of any instrument for shooting, stabbing or cutting, or any instrument which, used as a weapon of offence, is likely to cause death, or by means of fire or any heated substance, or by means of any poison or any corrosive substance, or by means of any explosive substance, or by means of any substance which it is deleterious to the human body to inhale, to swallow, or to receive into the blood, or by means of any animal, shall be punished with 152 [imprisonment for life], or with imprisonment of either description for a term which may extend to ten years, & shall also be liable to fine.

## > Ragging

### xi. 304. Punishment for culpable homicide not amounting to murder

Whoever commits culpable homicide not amounting to murder shall be punished with 104[imprisonment for life], or imprisonment of either description for a term which may extend to ten years, and shall also be liable to fine, if the act by which the death is caused is done with the intention of causing death, or of causing such bodily injury as is likely to cause death, or with imprisonment of either description for a term which may extend to ten years, or with fine, or with both, if the act is done with the knowledge that it is likely to cause death, but without any intention to cause death, or to cause such bodily injury as is likely to cause death.

### xii. 306. Abetment of suicide

If any person commits suicide, whoever abets the commission of such suicide, shall be punished with imprisonment of either description for a term which may extend to ten years, and shall also be liable to fine.

### xiii. 307. Attempt to murder

Whoever does any act with such intention or knowledge, and under such circumstances that, if he by that act caused death, he would be guilty of murder, shall be punished with imprisonment of either description for a term which may extend to ten years, and shall also be liable to fine; and if hurt is caused to any person by such act, the offender shall be liable either to 104 [imprisonment for life], or to such punishment as is here in before mentioned.

## II. A 16(c). IMPLEMENTATION OF THE GUIDELINES FRAMED BY THE MEDICAL COUNCIL OF INDIA TO CURB THE MENACE OF RAGGING IN MEDICAL COLLEGES

**No. MCI-34 (1)/2009-Med./99639 Date:21/02/2009**



To,

1. The Deans/Principals of all the Medical Colleges/Institutions in India.
2. The Directorate of Medical Education of all the States in India.
3. The Health Secretaries of all the States Government in India.
4. The Registrar of all the Universities and Deemed Universities in India.

**Subject: - Implementation of the guidelines framed by the Medical Council of India to curb the menace of ragging in medical colleges.**

Sir/Madam,

This is to inform you that as per the decision taken in the meeting of Dr. R. K. Raghvan Committee appointed by the Hon'ble Supreme Court to supervise the measures being implemented to prevent the ragging, the Medical Council of India has prepared the guidelines to curb the menace of ragging in medical colleges which has been approved by the members of Adhoc Committee appointed by the Hon'ble Supreme Court of India and of the Executive Committee of the Council at its meeting held on 30.12.2008. The guidelines to curb the menace of ragging in medical colleges are as under: -

## ➤ Ragging

- 1) Every students for the purposes of his/her admission to Medical College shall furnish a Character Certificate from the institutions wherefrom he/she has passed his qualifying examination, which would mention the status of his/her behavioral pattern specially in terms as to whether he/she has displayed persistent violent or aggressive behavior or any desire to harm others.
- 2) The admitting medical institution shall keep intense watch upon students who has a negative entry in this regard.
- 3) An annual undertaking signed by each student, whether fresher or senior and his/her parent (s) jointly stating that each of them have read the relevant instructions/regulations against ragging, as well as punishments, and that if the ward has been found guilty he/she shall be proceeded against, shall be procured.
- 4) Such an undertaking shall be furnished in English as well as in vernacular (mother tongue of the parent) at the beginning of each academic year by every student.
- 5) An undertaking to the similar effect should be obtained every year from each student admitted to the hostel.
- 6) The undertaking should be appended to the brochure containing the guidelines & other relevant instructions in regard to ragging and consequences of indulging in ragging.
- 7) The compliance to the above effect shall be ensured by each of the affiliating university to which the concerned medical institution is affiliated and would be verified by the council annually.
- 8) In order to ensure the “ragging free environment” in the campus, each institution shall compulsorily in the “prospectus” and other admission related documents, shall depict the earlier directions of the Apex court and/or of the Central or State Governments as applicable, so that candidates and their parents are sensitized in respect of the prohibition and consequences of ragging.
- 9) Each institution should engage or seek the assistance of “professional counselor” at the time of admissions to counsel “freshers” in order to prepare them for the life ahead, specially for adjusting to the life in hostels.
- 10) It should be ensured that there would be a clear gap of one to two weeks between the date of joining of “freshers” and the “seniors” ensuring that classes for the seniors shall commence later, so as to enable the “freshers” to familiarize themselves with the campus environment and adjust to the sudden changeover from schools to higher education.
- 11) It shall be mandatory for the institutions to inform the parents of senior students to send their wards only on the due date of commencement of the academic session and not earlier.

## > Ragging

- 12) All the examining Universities with which the institutions are affiliated or the deemed to be Universities shall compulsorily amend their relevant ordinances or bye laws, as the case may be, to incorporate the schedule gap of one or two weeks between the date joining of “freshers” and “seniors”
- 13) Each institution shall arrange a joint „sensitization“ programme and “counseling” of both “freshers” and “eniors” to be addressed by the Principal/Head of the institution and the Convener of the Anti Ragging Committee. The inmates of the Hostel shall be addressed on this count by the Hostel Warden.
- 14) Each institution shall have an Anti-Ragging Committee and Anti Ragging Squad, which shall comprise of other than senior teachers of the institution, representatives of Civil & Police administration and local media.
- 15) Each institution shall constitute a “Mentoring Cell” too verse and involve senior students as “Mentors” for the ”freshers”
- 16) Such a Mentoring Cell shall be constituted at the end of every academic year, where application shall be invited from the students to join the Mentoring Cell as Mentors for the succeeding academic year.
- 17) An anonymous random survey shall be conducted by each institution across the entire 1st year batch of students every fortnight during the first three months of the academic session in order to verify and cross-check whether the campus is genuinely ragging free ornot.
- 18) The methodology of such survey may be designed by the institution appropriately. However, doing so it shall been soured that the institution does not compromise with the anonymity of the “whistle Blowers”
- 19) The institution shall ensure that private commercially managed lodges or hostels outside campuses must be registered with the local Police Authorities and permission to start such hostel or their registration must necessarily be recommended by the Heads of the Medical Institutions.
- 20) In case the victim of ragging his/her parent/guardian is not satisfied with the action taken by the Head of the Institution or by other institutional authorities, or where Head of the institution is of the opinion that the incident ought to be so reported, it shall be mandatory for the intuition to file a First Information Report with the local police authorities.

## > Ragging

- 21) It must be ensured by each of the institution that the Complaints or information in regard to ragging could be oral or written and even from third parties and the confidentiality thereof must be protected at all costs.
- 22) Each institution shall ensure that remedial action is initiated and completed within a week of the incident itself, so that complaints do not linger and allow either interest in pursuing the matter to wane or enable the culprits to tamper evidence or influence witnesses In view of above, you are requested to implement the above guidelines and take immediate action in the matter, accordingly.

The status report on the compliance may be sent within four (4) weeks positively.

Yours faithfully

(Lt. Col. (Retd.) Dr. A.R.N. Setalvad)

Secretary

For further information please refer to:

1. Gazette Notification of Medical Council of India (Prevention and Prohibition of Ragging in Medical Colleges/Institutions) Regulations, 2009-Implementation of (No.135, August 3,2009)
2. UGC Regulation, 2009 on curbing the menace of ragging in Higher Educational Institutions, 2009-Reg.(F.1-16/2007 (CPP-II, Dated 17th June,2009)

## ➤ Award of disciplinary action

### **Nature of penalty:**

#### **Minor Penalty**

- a) Warning, Censure, Fine
- b) Penalty in terms of recovery of loss or damage in cash or kind.
- c) Place the students concerned on probation for a certain period.
- d) Academic suspension for a specified period

#### **Major Penalty**

- a) Expelling the student from the hostel for a specified period
- b) Debarring the student from pursuing studies in any of the Faculty/Institution of the University for a specified period.
- c) Minor & major penalty in any combination may be imposed.

### **Initiation of Academic Disciplinary action:**

#### *1. After considering available information about possible violation of an academic rule:*

- a. Faculty member, after meeting or attempting to meet with the accused student, and upon written notice to the student, may report to the Principal/dean for necessary action through the concerned head of the department.
- b. The Principal/dean, after due deliberations with the division or department involved and meeting or attempting to meet with the accused student, may recommend modification of the instructor's action and/or initiate the appropriate action against the concerned student.

#### *2. Written notice of any academic discipline under this rule*

- a. Shall be either delivered personally or mailed by registered mail to the student's last known address, within set academic days after the incidence of the student misconduct or the date the misconduct was discovered or should have been discovered, and
- b. Shall advise the student of his/her right to appeal under these rules

### **Student Academic Grievance:**

#### *An academic grievance refers to a claim by a student that:*

- A specific grade assigned to the student by an instructor is the result of an arbitrary or capricious application of otherwise valid standards of academic evaluation;
- The standards employed by an instructor in evaluating the student's academic progress are arbitrary or capricious; or
- An instructor or academic administrator has made an arbitrary or capricious decision or taken an arbitrary or capricious action which adversely and significantly affects the student's academic standing or career.

## ➤ Award of disciplinary action

### Appeal against Academic Disciplinary action

A student may appeal academic discipline or initiate an academic Grievance redressal to the Concerned Head of the department or In case if he does not get satisfactory answer he can approach Principal/dean.

Principal/Dean in turn may refer to the college disciplinary committee for further deliberations and suggestions. Taking into the account of the suggestions by the college disciplinary committee, Principal/dean can either uphold or dismiss such an appeal by the student.

### Disciplinary action and Grievance

- The matter shall be heard by the person to whom this matter is directed by the Principal/ dean.
- No person may serve as a designee or board member in a particular case if he/she has direct and significant personal knowledge of the relevant facts.
- Failure to participate or cooperate in the proceeding may be taken into consideration by the designate and shall not preclude the designate from making a decision.
- The designee may exclude from a meeting or hearing any person whose conduct is disruptive.
- The designee and, subsequently, a reviewing officer may affirm, modify, or reverse any previous decision or action in the matter.

Summary Suspension or Removal:

- a. A student who significantly disrupts any college class, function, or hearing and makes it unreasonably difficult to conduct the class, function, or hearing in an orderly manner shall be subject to summary suspension or removal. This summary action may be in addition to any other disciplinary action for the same is conduct.
- b. Principal/dean on the report of faculty member through concerned Head of the department may summarily suspend a student and/or order removal of the student from all or part of the college facilities for a period of academic days as decided by the disciplinary committee taking into the account the act of indiscipline by the student. The student ordinarily should, but need not be, warned that such action is possible and given a chance to correct the offensive behavior before summary action is taken.
- c. The student shall be notified, verbally and/or by a writing mailed by registered post to the student's last known address or hand delivered, of the summary action taken and the time period during which it is effective. The suspension or removal may begin immediately and may be renewed for an additional five-day period.



## ➤ Award of disciplinary action

- d. Upon the student's written request, made within five days of the earlier mailing or personal receipt of notice of the summary action, the suspension or removal shall be reviewed by the Principal/dean.
- e. A student may appeal a summary suspension or removal like any other disciplinary action, by filing an application for an redressal proceeding.

### **Record keeping:**

- a. The student section of Principal's /dean's office shall maintain for at least six years the records of student grievance and disciplinary actions and redressal proceedings:
- b. Final disciplinary actions shall be entered on student records, provided that the Principal /dean shall have discretion to remove some or all of that information from a student's record upon the student's request and showing of good cause.

### **Brief redressal procedures:**

- i. Student misconduct proceedings,
- ii. Parking and traffic violations, permits, fines, and penalties;
- iii. Outstanding debts owed by students or employees;
- iv. Loss of eligibility for participation in institution sponsored athletic events;
- v. Refund of tuition and special fees

### **Other Punishable Acts:**

Any student who, while in any college facility or participating in a college related program, commits any other act which is a crime under Indian law and which act does not otherwise violate a rule of student conduct, shall be subject to disciplinary action.

### **Convicted Criminal Cases**

1. Rustication from the college
2. Payment of full tuition fees of the entire course

### **FIR filed cases**

1. First time : Warning and fine of 25,000/-
2. Second time : Warning and fine of 50,000/-
3. Third time : Suspension from the college

### **Illegal Admission to the Institution**

1. Rustication from the college
2. Payment of full tuition fees of the entire course
3. Deal as per law

## ➤ Award of disciplinary action

### Initiation and Types of Non academic Disciplinary action

1. Any college administrator, may take either of the following disciplinary actions against a student, for causes other than classroom misconduct
  - a. Warning: An oral or written notice to a student that classroom/ practical laboratory/ ward/ OPD / college expectations about conduct have not been met;
  - b. Reprimand: A written notice, designated as a reprimand, which warns a student for improper conduct and includes a warning that continuation or repetition of improper conduct may result in other / further disciplinary action.
2. A copy of any written warning or reprimand should be provided to the Principal/dean
3. The Principal/dean, after meeting or attempting to meet with the student to advise of the potential violation and penalties, may issue a warning or reprimand or take any of the following disciplinary actions against a student, for causes other than cheating or classroom misconduct:
  - a. Probation: A written statement placing specific conditions upon the student's continued attendance at the college, for a stated period of time not exceeding termination of the student's enrollment. Violation of any such condition shall because for further disciplinary action;
  - b. Suspension or Dismissal: Written termination of status as a student at the college, for a period of time that is limited (suspension) or indefinite or open-ended (dismissal). The written notice should indicate any condition(s) for re-admission, and that written application for re-admission must be made to the Principal/dean. Upon receipt of such an application, with justification deemed adequate by the Principal, the student may be re- admitted. No fees will be refunded for the quarter in which the action is taken;
  - c. Monetary fine or restitution: A written order, alone or combined with another disciplinary action, requiring the student to pay, within a stated time limit, appropriate restitution for a financial loss caused by the student's misconduct and/or a monetary fine as decided by the appropriate authority. Failure to pay shall be cause for further disciplinary action and/or recommendation to the vice chancellor for the cancellation of enrollment.
4. Any written notice of disciplinary action under this rule:
  - a. shall be either delivered personally or mailed by registered post to the student's last known address,
  - b. Shall advise the student of his/her option to appeal under these rules.

## ➤ Award of disciplinary action

### Appeal against Nonacademic Disciplinary action

A student may appeal a nonacademic disciplinary action by within time frame given after the earlier personal delivery or mailing of notice of the disciplinary action, a written application for an adjudicative proceeding conducted by the disciplinary board. The Principal has discretion to extend this deadline for good cause.

### Recordable Psychological counseling:

In case of repetitive infractions by a student, he/she may be referred for appropriate counselling or professional assistance, including, but not limited to, psychological counseling, by the Psychological Counselor.

In case the student refuses to follow the Code of Conduct and persists in irrational disregard of authority he/ she may be referred to Psychiatrist of college for counseling.

A record of every counselling will be maintained in a students' dossier.

## ➤ Various committees concerned with code of conduct for student

### College disciplinary board

No.	Name	Post
1	Dr. Sunil Natha Mhaske	Chairman
2	Dr. Sandeep Kadu	Secretary
3	Dr. Gautam Aher	Member
4	Dr. Shubhada Awachat	Member
5	Dr. Roopa Naik	Member
6	Mr. Jagdish Chavan	Member
7	Mrs. Pratibha Gangarde	Member

## ➤ Various committees concerned with code of conduct for student

### Anti ragging committee

SN	Name of Teacher	Designation & Dept.	Contact No. STD Code. 0241	E mail ID
1.	Dr. Sunil Mhaske	Dean	8554990221 2778042-272	principal_medical@vims.edu.in
2.	Dr. Sudhir Pawar	Professor & Head Anatomy	9890539804 2778042- 307	drsudhiranatomy@yahoo.com
3.	Dr. Mrs. Gauri Pradhan	Professor & Head Physiology	9422110036 2778042- 309	physio@vims.edu.in
4.	Dr. Mrs. Sadhana Khaparde	Professor & Head Pathology	9370153064 2778042- 297	sadhanahk33@gmail.com
5.	Dr. Abhijit Awari	Professor & Head Microbiology	7898726362 2778042- 301	abhijitawari@yahoo.com
6.	Dr. Bana Nayak	Professor & Head Pharmacology	9423008846 2778042- 303	drbbnayak@gmail.com
7.	Dr. Sandeep Kadu	Professor & Head FMT	8421388444 2778042- 295	dr.sandeepkadu@gmail.com
8.	Dr. Mrs. Shubhada Avachat	Professor & Head Community Medicine	9423526171 2778042- 311	shubhadasunil@gmail.com
9.	Dr. Arun Tyagi	Professor & Head Gen. Medicine	7507071985 2778042- 201	medicine@vims.edu.in
10.	Dr. Jayant Gadekar	Professor & Head Gen. Surgery	9823128254 2778042- 204	jayant.gadekar123@gmail.com
11.	Dr. Deepak Naikwade	Profesor & Head Orthopaedics	9421560297 2778042-210	deepak_naikwade@yahoo.com
12.	Dr. Gautam Aher	Professor & Head OB & GY	9881130537 2778042- 207	drgsaher@gmail.com
13.	Dr. Dilip Gund	Rector & Asso. Prof Community Medicine	9673533958 2778042- 312	dilip_gund@rediffmail.com
14.	Mr. Saptaranjan Kadam	Offg. Registrar	8554990227 2778042-252	saptranjan@gmail.com
15.	Mrs. Shradhha Gunjal	Asst. Prof. Microbiology	9764870716 2778042- 302	shraddhaprasadgunjal@gmail.com
16.	Dr. Mrs. Sangita Patil	Asst. Prof. Biochemistry	9765653919 2778042- 306	vsrk_om@rediffmail.com
17.	Mr. Prasad Gunjal	Asst. Prof. Micr.obiology	9049116053 2778042- 302	prasadniranjangunjal@gmail.com

**Dr. Sunil Mhaske**  
Dean

## ➤ Various committees concerned with code of conduct for student

### Women's complaints committee

A committee of following members is constituted to receive, investigate and enquire into all cases of sexual harassment. The committee will have jurisdiction over all the Employees and students of the DVVPF's Medical College & Hospital, Ahmednagar.

Chairman : **Dr. Mrs. Avachat S. S.**, *Prof & Head, Department Community Medicine*

NGO Member : **Dr. Ghule S. S.**, *Trustee, Snehalaya NGO Center Ahmednagar*

Member : **Dr. Mrs. Waran M. S.**, *Asso. Professor, Dept of General Medicine*

**Dr. Sunita Nighute**, *Prof. & Head, Dept. of Physiology*

**Dr. Mrs. Naik R. R.**, *Prof. & Head, Dept. of Ophthalmology.*

**Dr. Mrs. Bhalerao S. N.**, *Asst. Professor, Department Obstetrics and Gynecology*

**Ms. Gangarde P. S.**, *Asst. Estt. Officer, Establishment Dept.,*

**Dean**

### Sexual harassment elimination committee

1. Following committee is constituted to receive, to investigate and to enquire into all cases of sexual harassment at work place with immediate effect. The committee will have jurisdiction over all the Employees of the DVVPF's Medical College & Hospital, Ahmednagar.

Chairman: **Dr. Sunil N. Mhaske**, *Dean*

Members-

- **Dr. Mrs. Anita Fating**, *Asso. Professor Dept. of Anatomy (Secretary)*
- **Dr. Mrs. Sneha Bhalsing**, *Asst. Prof Dept. of Ophthalmology*
- **Dr. Mrs. R. R. Naik**, *Prof. & Head Dept of Ophthalmology*
- **Dr. Mrs. S.S. Avachat**, *Prof. & Head Dept of Community Medicine*
- **Dr. Sudhir Pawar**, *Prof. & Head Dept. of Anatomy*
- **Mrs. Gaikwad Jaya**, *Matron*

2. The committee will meet as often as required and submit its report to the Dy. Director.

**Dean**

Copy to:

The Dy. Director

All concerned members

## ➤ Various committees concerned with code of conduct for student

### Library committee

The Library Committee of following members is constituted at Dr. Vitthalrao Vikhe Patil Foundation's Medical College, Ahmednagar.

S.N	NAME	DESIGNATION
1.	Dr. Sunil Mhaske, Dean	Chairman
2.	Dr. Kiran Vakade, Asso.Professor, Pharmacology	Secretary
3.	Dr. S udhir Pawar, Professor & Head, Anatomy	Member
4.	Dr. Mrs. Sadhana Khaparde, Professor & Head, Pathology	Member
5.	Dr. Mrs. Marcia Waran Asso.Professor, General Medicine	Member
6.	Dr. Mrs. Urmila Shinde, Asso .Professor, OB & GY	Member
7.	Mrs. Shraddha Gunjal, Asst. Professor, Microbiology	Member
8.	Mrs. Ujwala Kalhapure, Librarian	Member
9.	Mrs. Rupali Fase, Asst. Librarian	Member

The above committee will meet every month to discuss in regards with Library Management, implementation of advance technologies in Library Sciences, improvements for students learning and development, day to day problems of students and staff in library.

Dr. Sunil Mhaske  
Dean

## ➤ Various committees concerned with code of conduct for student

### Mess & Diet Committee

The Committee for Mess and Diet of following members has been constituted to check the food quality served in the Mess and Canteens. The Committee will also check the cleanliness & hygiene of the mess and their personnel.

S.N.	Name	Designation
1.	Dr. Sunil Mhaske , Dean	Chairperson
2.	Dr. Mrs. Shubhada Avachat, Professor & Head, Community Medicine	Co-ordinator
3.	Dr. Rahul Netragaonkar , Associate Professor, Community Medicine	Secretary
4.	Dr. Ms. Anita Fating, Associate Professor, Anatomy	Member
5.	Dr. Vishal Indurkar, Associate Professor, DVL	Member
6.	Dr. Ganesh Misal, Senior Resident	Member
7.	Mr. Nanasaheb Harishchandre, Dietician	Member

The diet committee shall visit the mess regularly & submit the report accordingly.

Dr. Sunil Mhaske  
Dean

Copy to: All concerned members

## ➤ Various committees concerned with code of conduct for student

### Hostel management committee (Year-2019)

No	Name	Post
1	Dr. Sunil Natha Mhaske	Chairman
2	Dr. R. K. Padalkar	Member
3	Dr. Sushil Kachewar	Member
4	Dr. Roopa Naik	Member
5	Dr. Abhijit Awari	Member
6	Dr. Jayant Deshmukh	Member
7	Mr. Prasad Gunjal	Member
8	Dr. Sunita Nighute	Member
9	Dr. Anita Fating	Member
10	Mrs. Shraddha Gunjal	Secretary

Dr. Sunil Natha Mhaske

Dean

Dr. Vithalrao Vikhe Patil Foundation's  
Medical College & Hospital, Ahmednagar

### Hostel warden and rectors

Hostel no	Name of rectors	Name of warden
1	Dr. Sunita Nighute	Mrs Magar
2	Mr. Prasad Gunjal	Mr. Ghuliya
3	Dr. Jayant Deshmukh	Mr. Ghuliya
4	Dr. Abhijit Awari	Mr. Chavhan
5	Mrs. Shraddha Gunjal	
6	Dr. Anita Fating	



## > Annexure - I

### Hostel Leave Application Form

Full Name \_\_\_\_\_

Room No. \_\_\_\_\_ Year \_\_\_\_\_ Roll No. \_\_\_\_\_

Student Registration No. \_\_\_\_\_

Name and Address of the person with whom staying

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Contact No: \_\_\_\_\_

Whether Parent / Local Guardian

Day, Date and Time of Departure \_\_\_\_\_

Day, Date and Time of Arrival \_\_\_\_\_

#### Signature of Student

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

Time: \_\_\_:\_\_\_

**Warden Signature**

**Rector Signature**

**Principal/Dean Signature**

## > Annexure - II

### Hostel Student's Leave Record

Full Name \_\_\_\_\_

Room No. \_\_\_\_\_ Year \_\_\_\_\_ Roll No. \_\_\_\_\_

Student Registration No. \_\_\_\_\_

Contact No: \_\_\_\_\_

Sr. No. \_\_\_\_\_

Day, Date and Time of Departure \_\_\_\_\_

Day, Date and Time of Arrival \_\_\_\_\_

No of Days \_\_\_\_\_

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

**Warden Signature**

**Rector Signature**

**Principal/Dean Signature**

## ➤ Annexure-III

### Format: record of verbal counseling

Name of department-----

Date- \_\_\_\_/\_\_\_\_/\_\_\_\_

This is to intimate that the under-mentioned student / intern of Dr. Vithalrao Vikhe Patil Foundation's Medical College and Hospital, Ahmednagar has been verbally counseled for a violation of college Code of Conduct for students as mentioned below:-

- (a) Name: \_\_\_\_\_  
(b) Batch: \_\_\_\_\_  
(c) Violation:

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This record may please be placed in the student's disciplinary record.

**Sign of Counselor with Date**

*[Copies (2): Originator's file (Place in circulation for info of the Dean), Student's dossier]*

## > Annexure-IV

### Format: counseling

Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Name of student \_\_\_\_\_

Batch \_\_\_\_\_

Dr. Vithalrao Vikhe Patil Foundation's  
Medical College and Hospital, Ahmednagar

1. You have been found violating College code of conduct for students as per details below:-
  - (a) Date : \_\_\_\_/\_\_\_\_/\_\_\_\_
  - (b) Violation : \_\_\_\_\_
2. You are counselled to be cautious and not repeat the violation. It should be understood by you that if you continue to violate of the "Code of Conduct for students", severe action will be taken against you.
3. You will acknowledge receipt of this letter by signing in the space provided below and returning a copy.

**Signature of Student**

**Rector Signature**

**Principal/Dean Signature**

Copy to-

- For filing in the student's disciplinary record pl.
- The student may be fined an amount as specified in Code of conduct/below.
- A copy of this letter may be forwarded to the father of the student for his info please.

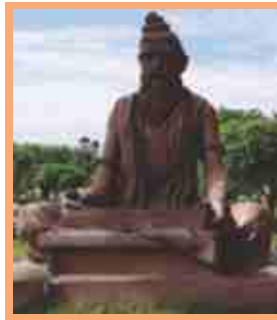
## ➤ **As a student member of the medical profession you are expected to:**

- Make the care of patients your first concern.
- Demonstrate respect for others: patients, fellow professionals, teachers and student colleagues.
- Treat patients politely and considerately, respect their views even if you don't agree with them, respect their privacy, their dignity and their right to confidentiality.
- Engage fully with the teaching programme including clinical placements, bedside teaching, lectures, seminars and workshops.
- Act without discrimination, whether on grounds of age, race, sex, disability, religion or belief, marital or civil partnership status, pregnancy and parenthood, sexual orientation, gender reassignment or perceived economic worth.
- Abide by rules and policies, follow procedures and guidelines which apply to all aspects of the course as advised by the professionals supervising you.
- Be an effective communicator: always make clear to patients and other healthcare professionals that you are a student and not a qualified doctor; be aware of your limitations and do not exceed your ability when giving information to patients.
- Be open and honest: do not break the law in any way, never threaten violence, act violently towards others or act dishonestly. Do not engage in bullying and harassment of fellow students or professional colleagues. Inform your Senior Tutor and the Clinical Dean immediately if you are involved in any University or police investigation which may lead to charges being brought; concealment of involvement in an incident that may lead to prosecution may be viewed as an even greater offence than the incident itself. Do not cheat in examinations.
- Understand, accept and agree to be bound by the principle of confidentiality of patient data, and also of information concerning staff and students. Do not discuss patients with other students or professionals outside the clinical setting, except anonymously. When recording data or discussing cases outside the clinical setting, ensure that patients cannot be identified by others.
- Demonstrate respect for patients and for fellow students and professionals when using social media or sharing communications. Do not use mobile electronic devices to record and store patient images or any other identifiable patient information; never use E-mail, electronic messaging or social media to share information about patients. Do not abuse fellow students or colleagues on social media platforms.

## ➤ **As a student member of the medical profession you are expected to:**

- Ensure that you can be reliably contacted by University and NHS staff; reply promptly to emails and other communications.
- Contribute to improving teaching by completing feedback as requested by course organisers and reporting any difficulties as they arise through the appropriate channels.
- Comply with appropriate health-testing requirements as advised by the university, NHS and Occupational Health.
- Maintain a professional appearance and demeanour and comply with the recommended Dress Code.
- Take action at an early stage if a problem arises: inform the Clinical Dean, or Voice Dean for Welfare or a College Tutor immediately if you become aware of any personal problems arising which may put the health and well-being of patients at risk.
- Seek immediate advice from the Clinical Dean or one of the Clinical Sub Deans if you think a doctor or colleague has behaved in a way that suggests that he or she may not be fit to practice. Examples of such behaviour include: making serious or repeated mistakes in diagnosing or treating a patient's condition, not examining patients properly or responding to reasonable requests for treatment, misusing information about patients, treating patients without properly obtaining their consent, behaving dishonestly in financial matters, or in dealing with patients, or research, sexual misconduct, misusing alcohol or drugs.
- Avoid abusing alcohol or drugs.

## Medical Student Must..



The medical student must exhibit a calm and generous disposition besides being virtuous and of a noble mind. He must be tolerant of others and exhibit patience and preserverence in his academic pursuits. Although of sharp intellect he must be both rational and modest. He should possess a pleasant appearance and good looks, with a well-Proportioned body which should be free from physical defects or any obvious diseases. Above all, he must be compassionate. He must exhibit deep interest in the art and science of healing. He must use his intelligence to discuss facts about the disease and to understand the clinical significance of symptoms. Such knowledge he must use not only for his own intellectual enrichment, but also for acquiring requisite skills in practical management. He must be humble and loyal to his teachers and instructors. He should be free from any addictions, greed, arrogance and intolerance.

**Charaka Samhita**  
**( 1000BC)**



# STUDENT CODE OF CONDUCT

DR. VITHALRAO VIKHE PATIL FOUNDATION'S  
**MEDICAL COLLEGE & HOSPITAL**

📍 Dr. Vithalrao Vikhe Patil Foundation's,  
Medical College & Hospital  
Opp. Govt. Milk Dairy, Vadgaon Gupta, Post  
MIDC, Ahmednagar - 414111 (M.S.) India.

☎ 0241 – 2778042, 2777059, 2779757  
✉ principal\_medical@vims.edu.in  
📧 deanmedicalcollegeahedmagar@gmail.com  
🌐 www.vims.edu.in