

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

ACADEMIC CONDUCT

Punctuality Students are required to be punctual for their classes, practical as well as for seminars, presentations and assessment tests.

Academic misbehavior :

The following are considered as serious offences at institution, and may result in the immediate dismissal from the course. The Principal,CEO (Examination and Evaluation) records all offences for any future reference.

Plagiarism :

Plagiarism occurs when a student submits Research work (project report (B.Ed, M Ed- UG & PG)) that steals and attempts to pass off another's ideas or words, or that uses another's work product without properly crediting the source. In such cases, the parties involved will forfeit marks available for a given assignment/project.

Academic misconduct :

Students engaging in any form of activities construed as cheating, copying, assisting others or receiving any form of assistance during the examinations will be subject to disciplinary action. Any breach of requirements relating to examinations and assessments, whether committed intentionally or unintentionally, will be regarded as a gross misconduct and a flagrant violation of the Code of Academic Integrity. The Principal (Examination & Evaluation)/CEO will refer the matter to the Academic Standards Committee/Enquiry Committee, which can take any action necessary.

Attendance Requirements :

Every student is expected to have a minimum of attendance as prescribed in the academic instructions of SPPU for different courses during each semester. BED And MED Courses required 85% Attendance. A shortfall in this requirement will mean that the student will not be eligible to appear for the semester-end / Annual Final examination. An exemption of attendance may be given to students

involved in work assigned to them by the institution/ under Medical circumstances.

RAGGING :

Students will refrain from ragging of any kind and those who violate this rule will be instantly suspended from the institution for a period of one week. The matter will be placed before the Anti-Ragging Committee, which will review the incident of ragging and take action according to the due process of law. Students must take note that ragging results in dismissal from the institution. The attention of the students is also drawn to the judgment committee wherein it is mandatory for the institution to file a complaint with the higher authority and with all resulting consequences as per "The Circular of the Education Department, Government of MAHARASHTRA on Prohibition of Ragging in Colleges and Hostels." Anti-Ragging Measures.

1. Government/University Grants Commission (UGC), guidelines notified vide no.F.1- 16/2009 (CPP-II) dated 21-10-2009 on Curbing the Menace of Ragging in Higher Educational Institutions, 2009 (Under Section 26(1) (g) of the University Grants Commission Act, 1956) are strictly implemented at SSTSPM, Adhyapak Mahavidyalaya, Vadgoan Maval.
2. In addition to the above, those students who indulge in the acts of ragging shall attract the punishments as applicable, which include any one or combination thereof: Expulsion from the institution/hostel, Suspension from the classes, Fine with a public apology withholding of scholarship or other benefits extended to those involved in ragging, Debarring from representation in events such as cultural or sports, or any other representation in events for which the student(s) may have been selected withholding examination results entering the ragging incident on the Transfer Certificate/Migration Certificate of the students, which may adversely affect their career.
3. No placement assistance to. Filing of a complaint by the affected student with the Police Authority (as per the Supreme Court's Directive).
4. The student is required to submit an anti-ragging affidavit as per the UGC/AICTE notification.
5. Continuous watch and vigil over ragging by committee and the committee will promptly deal with the incidents of ragging brought to its notice
6. The SSTSPM, Adhyapak Mahavidyalaya, Vadgoan Maval, will summarily punish or reprimand the guilty student, either by itself or by following

procedures, administrative or otherwise, by constituting a special Enquiry Committee and put forth its findings or recommendations before the competent authority to take a decision.

7. Students are encouraged to report any ragging act witnessed or experienced by them to the institution's administrators, faculty, Student Affairs and Grievances Committee or other any staff member with whom the student may feel comfortable. The SSTSPM, Adhyapak Mahavidyalaya, Vadgoan Maval. ensures the confidentiality of such a disclosure by the student.

Disciplinary Action :

The Student Affairs and Grievances Committee will deal with all disciplinary matters. The Committee shall constantly monitor the behavior of the students. All disciplinary matters will be placed before the Committee, which will hear the matter and take action according to the due process of law. The Student Affairs and Grievances Committee hearing any matter will pass a resolution of termination, suspension, retention, penalties or any other action as deemed fit and necessary. The decision of the committee shall be final and binding.

PAYMENT OF FEES :

- All fee payments to the Adhyapak Mahavidyalaya will be made on or before the date specified by the SSTSPM.
- Failure to make fee payments by students on time will invite appropriate penalties as the Institution may prescribe which also includes the cancellation of admission of the defaulting student.
- The fees for the entire course/program will be paid by the student who intends to discontinue for any reason whatsoever and at any time during the course/program in accordance with DTE rules and regulations.

DRESS CODE :

- ✓ All students are expected to be appropriately attired-formally dressed while in Administrative Building, Learning Center and Practice Lessons Schools at all times on designated day Womens must wear sarees as a uniform.
- ✓ Men will wear formal trousers, formal shirts and leather shoes.

- ✓ On Saturday students may wear smart casuals. One can be casually, but appropriately and decently dressed at other locations in the campus.
- ✓ Men will wear formal trousers, formal shirts and leather shoes and women will wear formal trousers, formal suits, salwar kameez or sarees.
- ✓ All students are required to wear suits/blazers/sarees on formal occasions, during special seminars and presentations and other functions organized by the institution. Distinguished guests and visitors frequently visit the institution and its educational campuses and therefore, students must bear in mind that they are projecting the image of the Adhyapak Mahavidyalaya.

Library Rules

* ग्रंथालयाचे नियम *

- १) पुस्तक परत करण्याची मुदत ७ दिवस राहिल. ७ दिवसानंतर पुस्तक परत केल्यास प्रत्येक दिवसाला १/-रु. याप्रमाणे दंड आकारला जाईल.
- २) संदर्भ ग्रंथ ग्रंथालयातच वाचायवास मिळतील.
- ३) पुस्तक हरविल्यास पुस्तकाची किंमत/पुस्तक वसूल केले जाईल.
- ४) शैक्षणिक साहित्य व पुस्तके काळजीपूर्वक हाताळावीत.
- ५) प्रश्न पत्रिका संच ओळखपत्रावर मिळतील.
- ६) ग्रंथालयात येताना आपले ओळखपत्र बरोबर घेऊन यावे, ओळखपत्राशिवाय पुस्तक दिले जाणार नाही.



- दैनंदिन लिखाणाची उद्दिष्टे -

- १) वेळेचा योग्य उपयोग करण्याची सवय लावणे.
- २) वार्षिक कामकाजाची नोंदवही तयार करणे.
- ३) प्रत्येकाला स्वतः ची कर्तव्ये व जबाबदाऱ्या यांची जाणीव करून देऊन त्या कार्यक्षमतेने पार पाडण्यासाठी तयार करणे.
- ४) प्रत्येकाच्या अंगी नियमितपणा व वक्तृशिरपणा विकसित करणे.
- ५) एक व्यावसायिक म्हणून रोजचे कामकाज पूर्ण गांभीर्याने व मनापासून पार पाडणे.
- ६) पार पाडलेल्या कामाचा आढावा घेऊन पुढील नियोजन करणे.

General Instructions For Student

* विद्यार्थ्यांसाठी सामान्य सुचना *

- १) महाविद्यालय दररोज उपस्थित अनिवार्य आहे.
- २) महाविद्यालय कामाबाबत नियमित व काटेकोर असले पाहिजे.
- ३) काही विशेष महत्वाच्या दिवशी व जेव्हा सुचना दिली जाईल तेव्हा विद्यार्थ्यांने गणवेशामध्ये महाविद्यालय उपस्थित राहावे.
- ४) प्रत्येकाने आपले ओळखत्रे स्वतःकडे ठेवावे.
- ५) सर्व सूचना फलकांवरील सुचना नियमित वाचा.
- ६) महाविद्यालय वेळोवेळी केलेल्या नियमांचे पालन काटेकोरपणे करावे

