



**NANDHA**  
**ENGINEERING COLLEGE, ERODE**  
(AUTONOMOUS)  
**Department of Management Studies**  
And  
**Association of Intellectual Managers (AIMs)**



**CODE OF CONDUCT**

**[A] ACADEMIC INTEGRITY OF MBA DEPARTMENT**

(a) Academic integrity refers to an essential quality that the department must uphold to fulfill its academic objective and research mission. The principles of academic integrity form an integral part of the code of conduct to which all the students of the department must adhere. Breach of this code puts into question both the reputation of the department and the value of the degree awarded to the students. Every pupil of the department should be responsible to ensure the highest quality of the academic integrity.

(b) The principles of academic integrity require that a student should:

- a. Properly acknowledge and cite use of ideas, results, materials onwards of others.
- b. Properly acknowledge all contributions to a given piece of work.
- c. Make sure that all assignments submitted are original.
- d. Perform academic activities without the aid of impermissible materials or collaboration and by obtaining all data or results through ethical means.
- e. Have right to pursue their educational goals without interference.

**[B] BEHAVIOURAL DISCIPLINE OR CODES OF CONDUCT IN CLASS ROOM AND COLLEGE PREMISES - DO'S AND DONT'S**

1. Students are expected to come to College dressed suitably maintaining decency.
2. Students must wear and display visibly their Identity Cards at the gate while entering the College and always keep it on your person during College hours inside the campus.
3. Students should carefully follow the Notices put up on the Notice Board (both online and offline). No excuse will be considered if Notices on the Board are ignored.
4. Students are not allowed to loiter or stand about the verandas or corridors of the College during class hours.
5. Student must be seated in their classrooms at the beginning of each period. They must not enter or leave the class room without permission of the faculty.

6. When assembled every class must consider itself responsible for the conduct of its members.
7. Impersonation during roll call is a punishable offence.
8. Use of Mobile Phone during class hours is prohibited and is liable for punishment.
9. Students must be punctual and regular in attending classes, tutorials, Continuous Assessment Test (CAT) examinations etc. Failure to obtain the required attendance percentage, non-submission of assignments and unjustified absence from tests /examinations will be treated as breaching the code of conduct.
10. Resorting to any kind of malpractice (copying, impersonation, use of unfair means, exchanging answer-sheets) during examinations will not be tolerated and will be dealt with severely.
11. When a faculty is absent or is unable to take class, students should maintain a strict order among themselves so as to not disturb the adjoining classes. Under no circumstances should they leave the classroom without ascertaining the relieve orders from the Staff room.
12. Students are expected to treat the members of the staff both teaching and non teaching and their fellow students with courtesy both in and outside the College. Students shall not, by their act or conduct, cause damage to the reputation of the department and institution.
13. No posters are to be pasted or fixed with cello tape anywhere on the College walls. Any writing, scribbling on the walls will attract disciplinary measures against the student.
14. Students must refrain from mishandling and tampering with library books or college computer systems.
15. A student shall not commit or cause breach of peace inside and around the College campus.
16. Students are prohibited from indulging in games, even in small groups, anywhere in the College premises during lecture hours.
17. Ragging in any form is strictly prohibited. Disciplinary action will be taken against those who violate this rule.
18. Any damage or defacement of college property is a punishable offence. If a college property is found damaged in a classroom while the class is assembled the loss may be recovered by a fee imposing upon the whole class if the students responsible for such damage cannot be detected.
19. Smoking, chewing and spitting tobacco products or pan masala, consumption of alcohol or narcotic drugs is strictly prohibited inside the college premises. Violation of this rule will invite disciplinary action. The college premises is a smoking free zone, respect it.
20. Students are forbidden from inviting friends from other institutions and outsiders to the College.
21. Habitual misconduct/repeated breach of the College Rules & Regulation will be considered as a grave offence and will result in suspension/expulsion of the student with immediate effect.