



# **IPS ACADEMY**

## **INSTITUTE OF ENGINEERING & SCIENCE**

### **Code of Conduct for Students**

#### **1. INTRODUCTION:**

The Student Code of Conduct is formulated to foster and protect the core mission and values of IPS Academy, Institute of Engineering & Science, Indore to nurture the scholarly and civic development of the students in an academic environment that is safe and secure, and to protect the individuals, properties and the systems and procedures that support the activities of the Institute.

All the students while on the Institute campus continues to be subject to the laws of the land and violation of those laws may also constitute violations of the Code of Conduct. Under such circumstances, the competent Authorities of the Institute may proceed with necessary disciplinary action under the stated Code of Conduct independently of any civil/criminal proceedings as deemed fit. A student should not discriminate on the basis of race, color, creed, age, religion, gender, national or ethnic origin, marital status, sexual preference, physical disability or any other legally protected status.

#### **2. CONSTITUTION RIGHT AND ITS AWARENESS:**

India is a democratic country and to achieve its purpose, it is the duty of every citizen who attains the age of 18 years to mandatorily register on the electoral roll of the Indian Constituency as per the guidelines prescribed by "The Election Commission of India". This empower oneself to attain the "Right to Vote" and participate in the democratic process. Institute organizes the voter awareness marathons, talks, signature programs etc in the campus periodically.

#### **3. INSTITUTE INFORMATION BROCHURE:**

The institute provides to all its students a copy of the institute brochure on the commencement of the batch, so that he/she understands the basic information on the courses offered, institute amenities and detailed infrastructure. The brochure also provides information on major academic events and achievements of the institute. The brochure helps individual student in understanding the academic culture of the institute.

#### **4. INSTITUTE FUNCTIONING:**

A five day's working schedule from Monday to Friday is followed in the institute. The sixth day of week is devoted to student's extracurricular and co curricular activities. Also the day is devoted to

problem solving sessions for the students. The classes are scheduled from 09.45AM to 04.50PM in each working day.

## **5. CORE VALUES AND SELF-DISCIPLINE:**

Students are expected to maintain the highest standard of discipline and dignified manner of behavior inside as well as outside the institute campus. Students shall abide by rules and regulation and should act in a way that highlights the discipline and esteem of the institute. It would be pragmatic to implement the Institute's rules reinforced by notices, circulars, ordinances, and the like through the medium of self-discipline.

Any student found to have committed or to have attempted to commit the following misconduct is subject to the violation of student code of conduct:

### **5.1 FALSIFICATION:**

Knowingly furnishing or possessing false, falsified or forged materials, documents, accounts, records, identification or financial instruments.

### **5.2 ACADEMIC DISHONESTY:**

Acts of academic dishonesty as outlined by the Institute.

### **5.3 UNAUTHORIZED ACCESS:**

Unauthorized access to any IPS Academy, Institute of Engineering & Science building (i.e. keys section, exam section, security section, server rooms etc.) or unauthorized possession, duplication or use of means of access to any institute building.

### **5.4 COLLUSION:**

Action or inaction with another or others to violate the Code of Student Conduct.

### **5.5 TRUST:**

Violations of positions of trust within the community.

### **5.6 TAKING OF PROPERTY:**

Intentional and unauthorized taking of IPS Academy, Institute of Engineering & Science property or the personal property of another, including goods, services and other valuables.

### **5.7 STOLEN PROPERTY:**

Knowingly taking or maintaining possession of stolen property.

### **5.8 DISRUPTIVE BEHAVIOR:**

Substantial disruption of IPS Academy, Institute of Engineering & Science operations including obstruction of teaching, research, administration, other IPS Academy, Institute of Engineering & Science activities.

### **5.9 ABUSE WITH/OF INSTITUTE STAFF/RESOURCES:**

Continued, willful disobedience, persistent defiance and abuse of institute personnel requiring inordinate drains on staff time, resources, and supervision.

**5.10 RIOTING:**

Causing, inciting or participating in any disturbance that presents a clear and present danger to self or others, causes physical harm to others, or damage and/or destruction of property.

**5.11 WEAPONS:**

Possession, use, or distribution of explosives (including fireworks and ammunition), guns (including air, BB, paintball, facsimile weapons and pellet guns), or other weapons or dangerous objects such as arrows, axes, machetes, nun chucks, throwing stars, or knives with a blade of longer than 2.5 inches, including the storage of any item that falls within the category of a weapon in a vehicle parked on IPS Academy, Institute of Engineering & Science property.

**5.12 TOBACCO:**

Smoking, vaping, or tobacco use in any area of campus where such use is prohibited.

**5.13 FIRE SAFETY:**

Violation of local, state, federal or campus fire policies including, but not limited to:

- a) Intentionally or recklessly causing a fire which damages IPS Academy, Institute of Engineering & Science or personal property or which causes injury.
- b) Failure to evacuate a IPS Academy, Institute of Engineering & Science -controlled building during a fire alarm.
- c) Improper use of IPS Academy, Institute of Engineering & Science fire safety equipment.
- d) Tampering with or improperly engaging a fire alarm or fire detection/control equipment while on IPS Academy, Institute of Engineering & Science property. Such action may result in a local fine in addition to IPS Academy, Institute of Engineering & Science sanctions.

**5.14 DISCRIMINATION:**

Any act or failure to act that is based upon an individual or group's actual or perceived status (sex, gender, race, color, age, creed, national or ethnic origin, physical or mental disability, veteran status, pregnancy status, religion, or sexual orientation, or other protected status) that is sufficiently severe that it limits or denies the ability to participate in or benefit from the IPS Academy, Institute of Engineering & Science educational program or activities.

**5.14 HARM TO PERSONS:**

Intentionally or recklessly causing physical harm or endangering the health or safety of any person.

**5.16 THREATENING BEHAVIORS:**

- a) Threat- Written or verbal conduct that causes a reasonable expectation of injury to the health or safety of any person or damage to any property.

b) Intimidation- Intimidation defined as implied threats or acts that cause a reasonable fear of harm in another.

**5.17 SEXUAL MISCONDUCT:**

Includes, but is not limited to, sexual harassment, non-consensual sexual contact, non-consensual sexual intercourse, and/or sexual exploitation.

**5.18 PUBLIC EXPOSURE:**

Includes deliberately and publicly exposing one's intimate body parts, public urination, defecation, and public sex acts.

**5.19 ALCOHOL:**

Use, possession, or distribution of alcoholic beverages or paraphernalia except as expressly permitted by law and the IPS Academy, Institute of Engineering & Science Alcohol Policy.

**5.20 DRUGS:**

Use, possession or distribution of illegal drugs and other controlled substances or drug paraphernalia except as expressly permitted by law and the IPS Academy, Institute of Engineering & Science Drug Policy.

**5.21 HEALTH AND SAFETY:**

Creation of health and/or safety hazards (dangerous pranks, hanging out of or climbing from/on/in windows, balconies, roofs, etc.)

**6. INSTITUTE FINAL AUTHORITY:**

The presumptive stance of the Institute is that all decisions made and sanctions imposed by the original decision-maker i.e. IPS Academy management and governing body. These are to be implemented during the appellate process.

In any case it does not include proximity to graduation, end of term, or exams. Instead, it refers to an overwhelming likelihood, as determined the finding and substantial modification of the student code of conduct.