



Code of Conduct for Students

All students' must

- Nurture and ensure a dynamic academic, cultural and social atmosphere which is in accordance with the core values of the Institution.
- Treat all other students, faculty members, staff, visitors and any other members of the public with respect, dignity, impartiality, courtesy and sensitivity.
- Conversant with the rules and regulations of the Institution.
- Practice a decent and formal dress code as instructed by the Institution.
- Maintain discipline in the class and maintain the decorum while dealing with the fellow students, teaching, non-teaching staff.
- Display their identity cards when available within the campus and also whenever asked for by any security personnel of the Institute.
- Act ethically and honestly in the preparation, conduct, submission and publication of academic work, and during all forms of assessment, including formal examinations, informal tests and lab exams.
- Use college domain email id (e.g. firstname.lastname@moderncoe.edu.in) for communications with admin/ student section and with Mentor / GFM / HOD / Principal.
- Follow these rules for the use of What's app (if any):
 - Only the admin can post messages (Teachers and Class Representative (CR)).
 - All students can communicate through the Class Representative.
- Complete and submit all assignments and work in a timely manner.
- Share any concern that you have during lecture / practical sessions with your Mentor / GFM/ Head of Department / Principal immediately. The concern could be about another student or teacher and/or if student feel unsafe / offended / insulted.
- Be aware about different cells which are available at the Institute like Internal Complaint Cell, Sexual Harassment cell, Anti-ragging committee, SC / ST Cell and Students Grievance Committee. Contact details are as follows:

Name of the Cell	E-mail address of the in-charge
Internal Complaint Cell	icc.mcoe@moderncoe.edu.in
Sexual Harassment cell	
Anti-ragging committee	antiragging@moderncoe.edu.in
SC /ST Cell	librarian@moderncoe.edu.in
Students Grievance Committee	studentgrievance.mcoe@moderncoe.edu.in
Student Counselling Cell	counselling.mcoe@moderncoe.edu.in

Your ward can contact them, if required.

- Students have the right to express themselves and participate freely in the class in a healthy environment. However, they are expected to treat each other and the teachers with courtesy and respect. Students are allowed to disagree with each other or the teacher but must do so in an appropriate manner.
- Be aware about Cyber Security Laws of Govt. of India.

All students' should not

- Share ERP login credentials with anyone else.
- Use anyone else's ERP login account.
- Knowingly upload any file or program that contains a virus, malware or other malicious code during lab sessions or submissions.
- Write / send / post / display / share anything off-topic, insulting to others, abusive or illegal, threatening, or otherwise offensive.



- Discuss in any open forum information that is critical of another student or teacher. Discussion forums and chat threads are open to all teachers and students; and not appropriate mediums for private correspondence.
- Engage in any of the following acts of academic misconduct: cheating, plagiarism, cyber bullying and / or harassment, Collusion: Intentionally or knowingly helping or attempting to help another commit academic misconduct such as substituting for a test or completing an assignment for someone else. Collaborating with others while taking online / offline tests or similar summative evaluation.
- Involve in any form of ragging within or outside the campus.
- Possess / consume any narcotics or alcohol, smoking within the campus.
- Indulge in any act of indiscipline as defined in rules and regulations of the Institution.
- Damage or destruct any Institute properties.
- Discriminate any other fellow student based on the caste, creed, language and place of origin, social and cultural background.

All students' should be aware that

- If above rules are violated then appropriate action will be taken.
- If they cheat during submission / oral / practical / in semester / end semester examination then appropriate action will be taken.

Prof. Dr. Mrs. K. R. Joshi
Principal

Prof. Dr. Mrs. R. S. Kamathe
Vice – Principal