

BITT Polytechnic

Ranchi, Jharkhand -835217

BITT-P/Notice/2019-20

Dated: 15/02/2020

GENERAL NOTICE

(For the Information to All Students)

All students of 4th semester are hereby informed that their regular classes are starting from 17/02/2020. Only those students are permitted to attend the classes, who have completed the registration process.

All students are strictly required to attend the classes without fail and maintain discipline in the college and raise grievances/ complaints, if any, only through the proper committees or any other peaceful and lawful method as notified by management from time to time.

Any effort by the students to disturb peace and create disturbance in the college shall be viewed seriously and erring students shall be liable for punishment as per the norms laid down in this regard.

All students are hereby requested not to be a part of the disturbing element. This is your institution and maintaining a safe and healthy environment suitable for getting education is our joint responsibility. Lets join hands in keeping any kind of disturbances away from our prestigious college.

College is on the process to provide the students dashboard facilities for Training & Placement, Examination, Academic, Students Alumni, etc along with wi-fi facility which all are related to ERP registration. Once the ERP is completed all these facilities can be availed by the students. But it is noticed that even after regular reminders through several Notices, messages and calls many students have not yet completed their ERP registration till date, which is only for their benefit. Due to incomplete ERP registration by students the related facility is getting delayed for implementation, and affecting the students who have already completed their ERP registration. It is once again requested to complete the ERP registration process immediately.

Please take note that the entire functionality of the college is in the process of being ERP based. The process right from the admission, attendance in the classroom to examination and result will be online. This is in line with the government motive to digitize the entire education sector. In the online process, any student not fulfilling the criteria of compulsory attendance and others may get automatically debarred from filling their examination forms. Hence, all the students are advised to get their registration on ERP done immediately and comply with the rules and regulations of AICTE/JUT/college strictly as per AICTE/MHRD, Govt. of India notification No F. No. : 1-10UPG RC/AICTE/Regulation/2019 , Dated: 22/07/2019 for online grievance redressal, Draft National Policy on "Academic Ethics" vide letter No. F.No. AICTE /P&AP /Academy Ethics/Misc./2019 Date: 08.07.2019, notification on innovations and Start-ups vide letter No. F. No. 2-11Star-up/SPD /2018 Date: 15 March 2019, Notification on wi-fi services in campus vide notification no. F.No. – 16-5/2017-Tel dated. 15/01/2018, HRD, Govt. of India vide letter No 8-6/2017-Tel dated, 25/10/2017 for Digital Initiatives, AICTE and UGC notification on prevention and prohibition of Ragging in technical campus vide letter No. F.No.37-3/Legal/AICTE/2009 dated. 01/07/2009 and many more.

Further, once again the Students are reminded of the rules and regulations for strictly compliance. Under no circumstances students will be allowed to go against the JUT/AICTE or college Rules & Regulations: These following rules, among others, may be taken note of:

1. To strictly follow the Examination Rules & Regulations 2017 of JUT
2. Also follow the Examination Rules & Regulations 2011 of JUT/SBTE
3. 75% attendance in each subject (theory & practical) is compulsory. Attendance is also mandatory in all internal examinations, Seminars, Industrial Visits, Guest classes, Quiz, Project work, Special Lecturer, External & Internal viva and all other activities.
4. Internal marks and eligibility for semester exam is completely based on eligibility as per JUT rules & Regulations, 75% attendance in all internal examinations, Seminars, Industrial Visits, Guest classes, Quiz, Project work, Special Lecturer, External & Internal viva and all other activities including No dues, overall discipline and conduct.
5. Availability of Student/employee grievance redressal committee may be availed for raising grievances.
6. Students Mentor (A faculty member) for a group of every 20 students may be nominated to ensure faster grievance redressal and students counseling.
7. Timely Submission of Assignment/project is compulsory by students for Internal Marking Process.
8. To follow Academic calendar as per schedule sent by JUT/College.
9. Students should follow the institute dress code when they come to the college along with ID card
10. Students are expelled to behave in responsible manner
11. Students are expected to be polite individually or in group
12. Any discipline or misbehavior in class or in college campus or in bus or even at the outside of the campus would warrant disciplinary action against the student
13. Causing of disfiguration or damage to the property of institute is strictly prohibited and is punishable.
14. No student shall indulge in any activity that might be illegal or which may lead to disorder.
15. No student shall be in possession of liquor, drugs or any intoxicating materials, nor would consume such things in Institute campus or in bus or even at the outside of the campus.
16. Smoking / Chewing pan or Tobacco or Gutka is strictly prohibited.
17. Indecent behavior in any form will not be tolerated.
18. Use of mobile phone in strictly prohibited in classrooms, Labs, Library, corridors or inside the blocks.
19. Activities like video shooting, photography, playing musical instruments and listening to radio, tape recorder, etc. are prohibited on the Campus except with the permission of the head of the Institute.
20. The students are expected to be in the class rooms/ Laboratory or any place of study on time prior to the commencement of the study.
21. Use of helmets is compulsory for everyone who rides a two-wheeler to and from the campus.
22. Every student must carry his/her identity card and should be produced when demanded by authority/faculty member.
23. Any kind of ragging in the class, campus or in the bus or even outside the campus is strictly prohibited.
24. Disobeying any instructions of any kind issued by the Head of the Institute or Head of the Department (HoD) or other Department Heads will be considered as indiscipline on the part of the student.
25. The items which are not covered above and which the Head of the Institute considers as indiscipline action will be dealt with under the relevant rules.
26. Any other regulation(s) may be added or aforesaid regulations may be modified through notification henceforth.
27. Students are expected to register themselves on ERP software to use the students App which will be providing by college very soon.
28. Biometric attendance of students is compulsory
29. Student need to maintain discipline inside and outside the campus



30. Student committee need to constitute and strictly follow the decorum of committee
31. Student in-out timings : 9.00 am to 4.15 pm
32. Use Student parking inside the campus
33. Students must respect teaching & non-teaching staffs
34. University/AICTE/ College rules and regulations must be followed.
35. Students must always use Stair- I for entry & exit.
36. Students must visit College website & notice board regularly/ SMS send by college
37. Students must update their Mobile No. at counter No-3 for receiving information update through SMS and call from the college.
38. If students are residing in outside hostel /Residence they need to update their hostel /Residence address to the college.
39. Any other Rules as prescribed by JUT/AICTE/College from time to time.


Principal
BITT Polytechnic
Getlatu, Ranchi

Principal

Copy To

1. Honorable Chairman GOI
2. Asst. Registrar
3. Account Dept.
4. All HoDs
5. Library
6. Workshop
7. Labs
8. To Upload on website
9. Notice Board
10. M/F