

BITT Polytechnic
Ranchi – 835217 (Jharkhand)

**BITT-P/Notice/2019-20/
Dated : 24/12/2019**

NOTICE
(For the Information of All Students)

Students are hereby informed that the College management is seriously concerned about the furor created last week by some undisciplined students. This has not only caused heavy damages to the property of the Institution but also brought a bad name for the students fraternity of the college.

Please note that such indiscipline shall not be tolerated by the management at any cost. Students found guilty of creating disturbances shall be punished as per the guidelines of college/University/AICTE and other applicable norms.

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.

Instances have come to the notice of the college management about the misbehaviour and violent actions of the students in the college premises.

In this context, all students should note that there are already committees functioning namely Students Grievance Redressal Committee (SGRC), Anti ragging Committee and other committees. The name of the committees and contact persons' details are mentioned in the website of the college.

Any complaint should be addressed to the relevant committee by the students. Under no circumstances can they adopt violent or undisciplined means.

Students are also advised to form a committee with balanced representation of every semester students. This is also required as per the guidelines of the AICTE.

Beside this, mentors and student guides are also notified for settling the issues related to the students. Students are requested to nominate their guides in consultation with their faculties.

All students are strictly required to maintain discipline in the college and raise grievances/ complaints if any only through the 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.

Once again the Students are given the following rules and regulations for strictly obeying:

1. To strictly follow the Examination Rules & Regulations 2017 of JUT
2. Also follow the Examination Rules & Regulations 2011 of JUT/SBTE

3. Availability of Student/employee grievance redressal committee
4. College is in the process of constitution of Students Mentor (A faculty member) for a group of every 20 students to ensure faster grievance redressal and students counseling.
5. Timely Submission of Assignment/project is compulsory by students for Internal Marking Process.
6. To follow Academic calendar as per schedule sent by JUT/College.
7. Students should follow the Institute dress code when they come to the Institute along with ID card.
8. Students are expected to behave in responsible manner
9. Students are expected to be polite individually or in groups
10. Any discipline or misbehavior in class or in Institute campus or in bus or even at the outside of the campus would warrant disciplinary action against the student
11. Causing of disfigurement or damage to the property of institute or students is strictly prohibited.
12. No student shall indulge in any activity that might be illegal or may lead to disorderliness.
13. 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.
14. Smoking / Chewing pan or Tobacco or Gutka is strictly prohibited.
15. Indecent behavior in any form will not be tolerated.
16. Use of mobile phone is strictly prohibited in classrooms, Labs, Library, corridors, or inside the blocks.
17. 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.
18. 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.
19. Use of helmets is compulsory for everyone who rides a two-wheeler to and from the campus.
20. Every student must carry his/her identity card and should be produced when demanded by authority/faculty member.
21. Any kind of ragging in the class, campus or in the bus or even outside the campus is strictly prohibited.
22. 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 in-disciplinary action on the part of the student.
23. The items which are not covered above and which the Head of the Institute considers as in-disciplinary action will be dealt with under these rules.
24. Any other regulation(s) may be added or aforesaid regulations may be modified through notification henceforth.
25. Students are expected to register themselves on ERP software to use the students App which will be providing by college very soon.
26. Biometric attendance of students is compulsory
27. Student need to maintain discipline inside and outside the campus
28. 75% attendance in each subject (theory & practical) is compulsory. Attendance is also compulsory in all Internal Examinations, Seminars, Industrial visits, Guest lecturer, Project work, Special class, Quiz, External and Internal Viva and all other activities.
29. Student committee need to constitute and strictly follow the decorum of committee
30. Student in-out: 9.00 am to 4.15 pm
31. Use Student parking inside the campus
32. Students must respect teaching & non-teaching staffs
33. University/AICTE / College rules and regulations must be followed.
34. Students must always use Stair-1 for entry & exit.
35. Students must visit College website & notice board regularly/ SMS send by college

36. Students must update their mobile no. at counter no. 3 for receiving information update through SMS & call from the College.
37. If students residing In outside Hostel /Residence they need to update their hostel/Residence address to Institution
38. Any other Rules as prescribed by JUT/AICTE/College time to time.

By the order of the management


Principal

Copy to

1. Assistant Registrar
2. A/c. Department.
3. All HoDs
4. Library Department,
5. Workshops
6. Labs
7. Mr. Atul Anand for uploading in the Website.
8. Notice Board
9. M/F.