

Code of Conduct for Students

DISCIPLINE

The Punjabi University invites the co-operation of the students and their guardians in the creation and the maintenance of an atmosphere conducive to academic and cultural development, and in upholding the traditions of the institution. Students are especially invited to cooperate, in their own interest with their elected Class Representative to ensure enforcement of rules regarding discipline.

[A] BEHAVIOURAL DISCIPLINE OR CODE OF CONDUCT IN CLASSROOM AND CAMPUS PREMISES - DO'S AND DONT'S

Do's:

1. **Be Respectful:** Treat your peers, professors, and university staff with respect, courtesy, and kindness.
2. **Participate Actively:** Engage in classroom discussions, ask questions, and contribute to a positive learning environment.
3. **Be Punctual:** Arrive on time for classes, meetings, and university events.
4. **Follow Dress Code (as and when applicable):** Adhere to any university-specific dress code policies.
5. **Maintain Academic Integrity:** Be honest in your academic work, avoid plagiarism, and follow the university's policies on assignments and exams.
6. **Use Resources Responsibly:** Handle university facilities, equipment, and resources with care and follow the designated guidelines for their use.
7. **Respect Personal Space and Privacy:** Be mindful of others' personal space and avoid intruding on their privacy.
8. **Report Safety Concerns:** Alert the appropriate authorities if you notice any safety hazards or security issues on university premises.
9. **Cleanliness and Hygiene:** Help keep the classrooms, library and campus clean by disposing of trash properly and maintaining personal hygiene.
10. **Embrace Diversity and Inclusion:** Respect and celebrate the diversity of the university community, creating an inclusive environment for all.

Don'ts:

1. **No Disruptions in Class:** Avoid disruptive behavior in class that may disturb the learning process of others.
2. **No Cheating or Plagiarism:** Refrain from cheating in exams or plagiarizing academic work.
3. **No Harassment or Bullying:** Never engage in any form of harassment or bullying towards fellow students or university members.
4. **No Vandalism or Theft:** Do not damage university property or steal from others.

5. **No Substance Abuse:** Avoid using illegal drugs or misusing alcohol on university premises.
6. **No Unauthorized Access:** Respect restricted areas and avoid trespassing into unauthorized zones.
7. **No Discrimination:** Do not discriminate against others based on their race, gender, religion, ethnicity, or any other characteristic.
8. **No Offensive Language or Behavior:** Avoid using offensive language or engaging in behavior that may be disrespectful or hurtful to others.
9. **No Social Media Misuse:** Refrain from posting or sharing harmful or inappropriate content related to the university or its members on social media.
10. **No Disregard for University Policies:** Familiarize yourself with university policies and follow them accordingly.
11. **No Smoking and No Alcohol :** use of smoking and alcohol is strictly banned in the Campus. Do not use any drugs in the Campus.

[B] ACADEMIC INTEGRITY

1. **Honesty in Academic Work:** Students should complete their assignments, exams, and projects with honesty and integrity. This includes giving proper credit to the sources of information and ideas they use in their work.
2. **Avoiding Plagiarism:** Plagiarism is a serious offense. Students must properly cite and reference all sources, including text, images, and ideas, that are not their own.
3. **Originality of Work:** Students should submit original work that reflects their own thoughts, analysis, and creativity. Submitting the same work for multiple assignments without permission is generally not allowed.
4. **Collaboration and Group Work:** When working on group projects or collaborating with peers, students should follow the guidelines set by the instructor. This may include clear communication about the level of collaboration permitted.
5. **Unauthorized Assistance:** Seeking or providing unauthorized help during exams or assignments is not permitted. This includes using unauthorized materials, communication with others, or obtaining solutions from external sources.
6. **Ethical Research Practices:** Students conducting research should follow ethical guidelines, ensuring the appropriate treatment of human subjects, proper data collection, and adherence to research protocols.
7. **Respect for Academic Policies:** Students should be familiar with and follow all academic policies set by the university, including those related to attendance, assignments, presentation, grading, and the use of academic resources.
8. **Technology and Academic Integrity:** Students should use technology responsibly and refrain from using unauthorized software or tools to gain an unfair advantage in their academic work.

9. **Academic Misconduct Reporting:** If students become aware of academic misconduct, they should report it to the appropriate university authorities following the established procedures.
10. **Understanding Consequences:** Students should understand that violating academic integrity policies may result in disciplinary actions, such as failing the assignment, course, or even academic dismissal from the university.
11. **Seeking Guidance:** If students are unsure about what constitutes academic integrity in a particular situation, they should seek guidance from their professors or academic advisors.

[C] ANTI-RAGGING

1. **Prohibition of Ragging:** Ragging in any form is strictly prohibited within the university premises, including hostels, classrooms, libraries, canteens, or any other university-related location.
2. **Anti-Ragging Committee:** An Anti-Ragging Committee is formed by the university during every session. Similar committees comprising faculty members, administrative staff, and student representatives are formed by the individual departments also. These committees are responsible for preventing and addressing incidents of ragging.
3. **Anti-Ragging Squad:** An anti-Ragging Squad, consisting of security personnel and other staff will patrol and monitor various areas of the campus from time to time.
4. **Orientation on Anti-Ragging:** You are suggested to attend anti-ragging orientation programmes organized by the university and departments. The main purpose is to create awareness about the consequences of ragging and the university's commitment to preventing it.
5. **Anti-Ragging Affidavit:** All students and their parents/guardians are required to sign an anti-ragging affidavit during the admission process, declaring that they will not indulge in or support any form of ragging.
6. **Anti-Ragging Helpline:** The UGC/University has set up a dedicated 24/7 helpline and email address to allow students to report any instances of ragging anonymously and without fear of retaliation.
7. **Immediate Action on Complaints:** All complaints related to ragging will be investigated promptly and thoroughly, and strict action will be taken against the perpetrators as per the university's policies and guidelines.
8. **Confidentiality and Protection:** Any student who reports any ragging incidents will be protected from any form of retaliation and his/her identity will be kept confidential.
9. **Counseling Support:** There is a provision of counseling and psychological support to victims of ragging in the university. It helps them cope with the emotional and psychological impact.
10. **Zero Tolerance Policy:** This is for your information that there is a zero-tolerance policy towards ragging in the university. It is made clear that severe consequences, including suspension or expulsion, will be imposed on those found guilty.

Punitive measures against the act of ragging:

A student or group of students found guilty by the anti-ragging committee will attract one or more of the following punitive action by the university authorities:

- a) Suspension from attending classes and academic privileges.
- b) Withholding / withdrawing scholarship/ fellowship and other benefits.
- c) Debarring from appearing in any test/examination or other evaluation process.
- d) Withholding results.
- e) Debarring from undertaking any collaborative work or attending national or international conferences/symposia/meeting to present his/her research work.
- f) Suspension/expulsion from the hostel and mess.
- g) Cancellation of examination.
- h) Expulsion and consequent debarring from admission to any other institution for a specified period.
- i) If need be, in view of the intensity of the act of ragging committed, a First Information Report (FIR) shall be filed by the Institute with the local police authorities. The Anti-Ragging Committee of the Institute shall take appropriate decision, including imposition of punishment, depending on the facts and circumstances of each incident of ragging and nature and gravity of the incident of ragging.