



Students' Code of Ethics



VIT-AP University, Amaravati
November 2021

Preamble

This Handbook on Code of Ethics, is a collection of rules and regulations that include what is and is not acceptable or expected behavior, indicates the standard procedures and practices of VIT-AP University (henceforth known as “University”) for all students enrolling with the University for pursuing varied courses. All students must understand and abide by this Code of Ethics (henceforth known as “Code”). This ensures that the enforcing this Code of Ethics is to pioneer and administer a student discipline process that is egalitarian, conscientious, effectual and expeditious; and providing a system which promotes student growth through individual and collective responsibility.

The University reserves the right to amend the rules and regulations mentioned in the Handbook without any prior notice. The decision of the University shall be final on all matters.

Jurisdiction

The University shall have jurisdiction over the conduct of the students enrolled in any of the programmes.

The Code shall be applicable to any student enrolled in any undergraduate or masters or doctoral degree programme. The Code will apply to conduct that occurs on the premises of the University, including activities sponsored by the University and functions hosted by other recognized student organizations. It also applies to conduct that occurs elsewhere, which could impact the University’s interests or reputation such as those occurring in sponsored programmes, activities by the University (students travelling for educational purposes or to attend seminars, cultural or sports events etc.), or in the context of a relationship between the student and a third party that involves the student’s standing, status or academic record at the University.

At the time of admission, each student must sign a statement accepting this Code and give an undertaking that He/she shall be regular and will complete his/her studies in the University.

In the event that a student is forced to discontinue studies for any legitimate reason, then the student will be relieved from the University, but only after submitting a written consent from the required authorities. Before leaving, the student must clear all pending dues including hostel/mess dues. Also if a student has been awarded any scholarship, the said grant shall be revoked, if necessary.

At any given point of time, place and circumstance a student is obliged to honour the rule and regulation laid by the university.

The University believes in promoting an environment that ensures safety to all and promotes academic efficiency by enforcing behavioural standards. These standards include upholding of academic integrity and respecting all persons, their rights and property etc.

Prohibited conduct includes, but is not limited to the following:

Alcohol and Substance Abuse:

- (a) Consumption, manufacture, sale, possession and distribution of alcohol is prohibited on campus. Any student found guilty of behaving irresponsibly under the influence of alcohol will be penalised.
- (b) Students found guilty of engaging in any unlawful possession, use, distribution or manufacture of controlled substances or illegal drugs, or their raw materials will be referred to the state police. If under any circumstance found guilty the student will be suspended and could also be dismissed.

Ragging:

The University has a coherent and an effective anti-ragging policy in place which is based on the UGC Regulation on Curbing the Menace of Ragging in Higher Educational Institutions, 2009 [hereinafter referred to as the 'UGC Regulations']. The UGC Regulations have been framed as per the directions issued by the Honourable Supreme Court of India to prevent and prohibit ragging in all Indian Educational Institutions and Colleges.

- Ragging constitutes one or more of the following acts:
 - any conduct by a student or students hurting, teasing, or being rude to other students;
 - rowdy or undisciplined activities which causes or is likely to cause annoyance, hardship, physical or psychological harm or raise fear or apprehension thereof in any other student;
 - asking a student to do an act which makes him/her uncomfortable and which has the effect of causing or generating a sense of shame, torment or embarrassment, affecting the physique or psyche of such a student;
 - any act that prevents, disrupts or disturbs the regular academic activity of any student;
 - exploiting other students to complete academic tasks assigned to them;

- any act of financial extortion or forceful expenditure burden put on a student by other students;
- any act of physical abuse including sexual abuse, stripping, indulging in obscene, lewd acts including but not limited to gestures, causing bodily harm or any other danger to the health of a student;
- any act or abuse either orally or in writing including by spoken words, emails, post, public insults which would also include deriving perverted pleasure, the vicarious or sadistic thrill from actively or passively participating in the discomfiture to any other student;
- any act that affects the mental health and self-confidence of any other student with or without an intent to derive a sadistic pleasure.

- **Anti-Ragging Committee**

The Anti-Ragging Committee, as constituted by the Registrar of the University, shall examine all complaints of anti-ragging and come up with recommendations based on the nature of the incident. The committee can have the Deans, Student Representatives, Faculty Advisors, and the Chairperson of the Committee as its members. The Committee, however, should have a diverse mix of membership in terms of levels and gender.

- **Anti-Ragging Squad**

To assist students, the University has also constituted a body called the Anti-Ragging Squad, which consists of various members of the campus community. The Squad shall keep a tab on ragging incidents taking place in the community and undertake patrolling functions. Students may note that the Squad is active and alert at all times and are empowered to inspect places of potential ragging, and also make surprise raids in hostels and other hotspots of the University.

- **Penalties**

On receipt any information concerning any reported incident of ragging, the committee shall also immediately determine if a case under the criminal laws have been made out and if so, then through a member of the anti-ragging committee authorized by student, on his behalf proceed to file a First Information Report (FIR)n within twenty four hours of receipt of such recommendation with the police or local authorities including those of abetment to ragging, criminal conspiracy to rag, unlawful assembly and other offences as enumerated in Regulation 7 of the Regulation. The University shall also continue

with its own enquiry initiated under clause 9 of these Regulations and other measures and any remedial action shall be initiated and completed immediately and no later than 7 days of reported occurrence of the incident of ragging.

A student if found guilty by the committee will attract one or more of the following penalties, as imposed by the Anti-Ragging Committee:

- Suspension from attending classes and academic privileges;
- Withholding/withdrawing scholarship/fellowship and other benefits;
- Debarring from appearing in any test/examination or other evaluation processes;
- Withholding results;
- Suspension/expulsion from the hostels and mess;
- Cancellation of admission;
- Expulsion from the university and consequent debarring from admission to any other institution for a specified period;
- When the persons committing or abetting the act of ragging are not identified, the institute shall resort to collective punishment;
- 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 an appropriate decision, including the imposition of punishment, depending on the facts and the nature and gravity of the incident.

An appeal against any of the orders of punishment enumerated above can be submitted to the Registrar, VIT-AP University.

Sexual harassment

Students should note that sexual misconduct or harassment encompasses a range of behaviour, including but not limited to, sexual assault, unwanted physical contact, persistent unwelcome comments, sending e-mails, messages on social media or pictures that are insulting or degrading.

Sexual harassment amounts to a serious misconduct and will be dealt with as per University's policies framed by the Women's Grievance Redressal Cell (hereafter known as Women's Cell). Women's Cell will determine, based on the circumstances of each case, whether the

actions brought to its notice constitutes a violation of the sexual autonomy and dignity of the recipient of the action.

Other misconducts

- Storing, possessing or using real or replica firearms or other weapons, explosives (including fireworks), ammunition, drugs, or toxic or otherwise dangerous materials on University premises.
- Stealing, misusing, destroying, defacing or damaging University property or property belonging to someone else.
- Unauthorised use of any Institute facilities, equipment, services or computers.
- Theft or abuse of the University's resources including electronic resources such as computer and electronic communications facilities, systems, offices, classrooms, computers networks, and other restricted facilities.
- Making false accusations against any member of the University.
- Any act of discrimination (physical or verbal conduct) based on an individual's gender, caste, race, religion or religious beliefs, skin colour, region, language, sexual orientation, marital or family status, physical or mental disability, etc.
- Not producing the identity card issued by the Institute or refusing to produce it on demand by campus security.
- Physical assault, threats of violence, which includes any disruptive activity in a classroom or in an event sponsored by the University.
- Any conduct which has a negative impact or constitutes a nuisance on and off campus.
- Obscene and objectionable mingling of Male/ Female members including public display of affection.
- Organising meetings and processions (inside or outside university with university name/logo or any other symbols of the university), including party's in the university premises without permission from the Registrar of the University.
- Accepting membership of religious or terrorist groups banned by the Institute/Government of India.
- Smoking on the campus of the Institute.
- Usage of two wheelers to come to the University
- Not disclosing a pre-existing health condition, either physical or psychological, to the Chief Medical Officer which may cause hindrance to the academic progress.

- Engaging in disorderly, lewd, or indecent conduct, including, but not limited to, creating unreasonable noise; pushing and shoving; inciting or participating in a riot or group disruption at the University.

If these acts are committed off-campus, the University shall determine whether the Code will apply after considering the seriousness of the alleged offence and, the risk of harm involved.