

CODE OF CONDUCT HAND BOOK

PRINCIPAL

Siddharth Institute of Engnineering & Technology
Siddharth Nagar
PUTTUR - 517583, Chittoor Dist.



SIDDHARTH INSTITUTE OF ENGINEERING & TECHNOLOGY

ISO 9001: 2008 Certified Institution, Accredited by NAAC 'A' Grade.
(Affiliated to INFUA Ananthapur and approved by A.I.C.T.E., New Delhi)
Siddharth Nagar, Narayanavanam Road, Pottur-\$17583, AP, India

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Date:02/08/2018

CODE OF ETHICS

Scope:

products for human comfort. Engineering is something that engineers do, and what they do has profound effects on others. Ethics in engineering then is the ability as well as responsibility of an engineer to judge his decisions from the context of the general wellbeing of the society. It is the study of moral issues that confront engineers and engineering organizations when some crucial decisions are taken. Engineering research and practice requires that the task being performed considers all the pros and cons of a certain action and its implementation. Professional engineering bodies like IEEE, ASME, IEI etc., have evolved comprehensive ethics codes relevant to their respective professions, based on the rich experience of their members.

Professionalism is the conduct or qualities that characterize or mark a profession or professional; it implies quality of workmanship or service. Professional ethics guide how members of a professional organization should, or should not, affect others in the course of practicing their profession.

TEN GOLDEN RULES:

- Always strive for excellence This is the first rule to achieving greatness in whatever endeavour you undertake this is the quality that makes you and your work stand-out. Excellence is a quality of service which is unusually good and so surpasses ordinary standards, it should be made a habit for it to make a good impression on your bosses and colleagues.
- 2. Be trustworthy In today's society trust is an issue and any employee who exhibits trustworthiness is on a fast track to professionalism. Trustworthiness is about fulfilling an assigned task and as an extension-not letting down expectations, it is been dependable, and reliable when called upon to deliver a service. In order to earn the trust of your bosses and colleagues, worth and integrity must be proven over time.

- Be accountable To be accountable is to stand tall and be counted for what actions you have undertaken, this is the blameworthiness and responsibility for your actions and its consequences good or bad.
- 4. Be courteous and respectful Courteousness is being friendly, polite and well-mannered with a gracious consideration towards others. It makes social interactions in the workplace run smoothly, avoid conflicts and earn respect. Respect is a positive feeling of esteem or deference for a person or organization; it is built over time and can be lost with one stupid or inconsiderate action. Continued courteous interactions are required to maintain or increase the original respect gained.
- 5. Be honest, open and transparent Honesty is a facet of moral character that connotes positive and virtuous attributes such as truthfulness, straightforwardness of conduct, loyalty, fairness, sincerity, openness in communication and generally operating in a way for others to see what actions are being performed.
- 6. Be competent and improve continually Competence is the ability of an individual to do a job properly, it is a combination of knowledge, skills and behaviour used to

improve performance. Competency grows through experience and to the extent one is willing to learn and adapt. Continuous self-development is a pre-requisite in offering professional service at all times.

- 7. Always be ethical Ethical behaviour is acting within certain moral codes in accordance with the generally accepted code of conduct or rules. It is always safe for an employee to "play by the rules". This is always the best policy and in instances the rule book is inadequate, acting with a clear moral conscience is the right way to go. This may cause friction in some organizations but ethical organizations will always stand by the right moral decisions and actions of their employees.
- 8. Always be honourable and act with integrity
 Honourable action is behaving in a way that portrays
 "nobility of soul, magnanimity, and a scorn of meanness"
 which is derived from virtuous conduct and personal
 integrity. This is a concept of "wholeness or
 completeness" of character in line with certain values,
 believes, and principles with consistency in action and
 outcome.
- Be respectful of confidentiality Confidentiality is respecting the set of rules or promise that restricts you

from further and unauthorized dissemination of information. Over the course of your career, information will be passed on to you in confidence – either from the organization or from colleagues- and it is important to be true to such confidences.

10. Set good examples Applying the foregoing rules helps you improve your professionalism within your organization but it is not complete until you impact knowledge on those around and below you. You must show and lead by good example. Being a professional is about living an exemplary live within and without the organization. Professionalism is highly valued by every organization today and professionals are hardly out of work. Apply the ten golden rules of ethics and enjoy a wonderful, professional and prosperous career

RULES AND REGULATIONS

All the Students are instructed to strictly adhere to the following rules and regulations.

- They must follow the dress code strictly.
- Every student must obtain on admission, the Identity Card which must have his/her photograph attested and wear the identity card on person whenever he/she is on the institute premises, and present it for inspection on demand.
- The institute prohibits political activities on the campus and forbids students from conducting and attending political meetings within the institute campus
- Talking and other disruptive behaviors are not permitted while classes are in session.
- Food and beverages are not permitted in computer labs or classrooms. Those must be consumed in designated areas only.
- When the students meet a member of the staff within the campus or outside, they will greet him/ her as a mark of respect.
- If the teacher is absent, the class leader should inform the Head of the Department alternative arrangements
- T Shirts and Jeans are not allowed.

- ♦ In Shirting is must.
- They must wear shoes.
- Girl students must come in Chudidhar with upper cloth (i.e., decent dress code)
- In health point of view they should avoid usage of high heel foot wear.
- They should avoid wearing valuable ornaments.
- Students who indulge in any sort of ragging etc. will be severely punished as per UGC/JNTUA/ A.P. State Govt. Rules.
- Cell Phones / Camera Phone / I-pods and other electronic gadgets are <u>not permitted</u>.
- They must be in their respective class rooms before the commencement of the classes.
- All the students are instructed to clear the college fee dues at least one week before the commencement of class work in the academic year without fail.
- Wandering in the verandas unnecessarily (during class work) is not permitted.
- They should utilize the library if they have any leisure periods.
- All the students have to put up a minimum of 75% attendance is aggregate of all the subjects.

- If any student gets <u>cumulative attendance < 65 %</u>, student gets <u>DETAINED</u>.
- If any student is involved in use of profanity on the college premises or in the college buses necessary disciplinary action will be taken against him/her.
- Late coming and leaving the campus early are not allowed.
- Student coming in two wheelers or four_wheelers inside the campus are not allowed.
- They should not cause any type of damage to any of the college property.
- Violation of these rules will lead to severe disciplinary action against them.
- Disobedience towards any of the faculty or staff member will be viewed seriously.
- Mobile phones should not be brought to the college. If he / she is found with phone, the student is expected to hand over the mobile to faculty concerned and it will be returned only after the completion of the course.
- Any case of criminal activity violation of law and order in the college campus will be reported to the police.
- Student does not indulge in gambling, smoking, consuming liquor, narcotic drugs or any other intoxicant, if they indulge in any kind of in disciplinary activities,

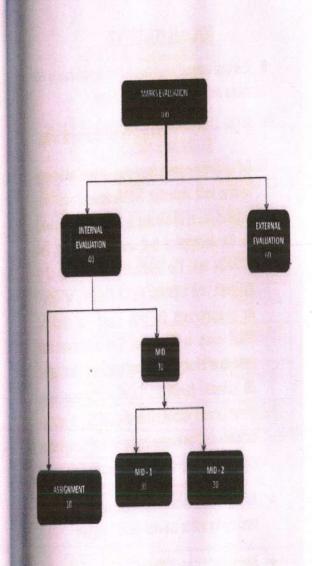
- Institute has the right to expel the student from the college with immediate effect.
- Hostel student does not allow any day scholar or outsider in hostel room, in case of its' violation he may be fined. Fine may be charged for the day scholar or outsider found in his room.
- Hostel student does not leave the hostel without prior permissions of the warden / chief warden and return to the hostel before the prescribed time. While going out of hostel, he will be allowed to go only with the persons those who have submitted their photo ID in the college as his/her guardian or blood relation.
- If any student break or damage any college property, that student has to pay the total cost of the material and fine.
- Institute does not hold any responsibility for those students who are involving indiscipline activities outside the campus.
- Students should maintain discipline in the college buses, otherwise their seat in the college bus will be cancelled immediately by the Institution and bus fees will not be retuned.
- Students joining the Institute are bound by the rules and regulations of the Institute.

RESPONSIBILITIES OF PARENTS

- Take the total responsibility of knowing their ward's attendance for every 15 days_by personal meeting with the counselor/HOD/ Principal to improve their ward's academic progress.
- Parents will be responsible in case their ward leaves the college or hostel without taking permission from the college authorities.
- Parents should understand that any violations/ indiscipline may result in fine or expulsion or both to their ward.

DISTRIBUTION AND WEIGHTAGE OF MARKS

- The performance of a student in each semester shall be evaluated through internal evaluation and /or an external evaluation conducted semester wise.
- Performance evaluation in each course (theory/ practical) shall be based on a total of 100 marks, of which the relative weightage for internal evaluation and end semester examination shall be 40% and 60% respectively.



INTERNAL EVALUATION

- The total internal weightage for theory courses is 40 marks with the following distribution.
 - 30 marks for Mid-term tests.
- For all theory courses there shall be two mid-term tests in each semester. The duration of mid-term test shall be 1 hr 50 minutes. In that, 90 minutes will be for descriptive test and 20 minutes for objective test. The descriptive test consists of 3 questions with individual choice ('either', 'or' type) for 10 marks each. The total marks (30) shall be scaled down to 20 marks. The objective test consists of 20 objective questions for 10 marks in 20 minutes duration. Together, the maximum marks for each mid-term test shall be 30. First mid-term test shall be conducted for 50% of the syllabus and second mid-term for the remaining syllabus.
- Among the two midterm examinations. The final midterm marks will be the average of these two.
- Example: If a student scores 23 marks and 24 marks in the first and second mid-term examinations respectively, then
- Weighted Average Marks 10 marks for Assignments.
 - =(24+23)/2=23.5, rounded to 24 Marks.

ANTI-RAGGING COMMITTEE

IN CASE OF EMERGENCY, YOU MAY CALL ANY OF THE FOLLOWING MEMBERS

S.NO	NAME	MOBILE NO	
1.	CHAIRMAN	9849665547	
2.	PRINCIPAL(SIETK)	9396932888	
3.	D.S.P. PUTTUR	9440900746	
4.	C.I. PUTTUR	9440796727	
5.	S.I. PUTTUR	9440796728	
6.	S.I. NARAYANAVANAM	9440900693	

DEPARTMENT HOD'S PHONE NUMBERS

S.NO	DEPARTMENT	MOBILE NO		
1.	CIVIL	8297117174		
2.	EEE	9396925888		
3.	ME	9396932777		
4.	ECE	9396937888		
5.	CSE	9396931555		
6.	CS&IT 92937500			

7.	Agri.Engg.	8074650728
8.	MBA	9396925666
9	MCA	9396931444
10	BS&H	9396935888

HOSTEL WARDEN'S PHONE NUMBERS

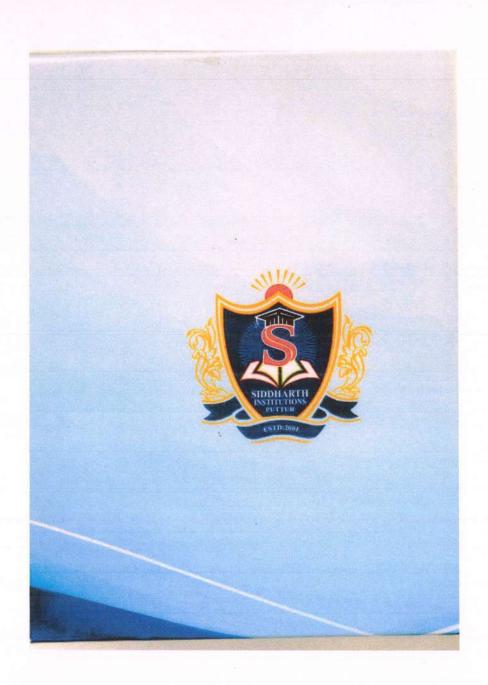
S.NO	HOSTEL WARDEN	MOBILE NO	
1.	GIRLS	8297127999	
2.	BOYS	8297126999	

I B.Tech - Class Timings

S.NO	PERIOD	TIMING				
1.	1	9.15 -10.10				
2.	I	9.15 -10.10 10.10-11.05 11.05-12.00 12.00-12.40 12.40-1.40			10.10-11.05	
3.	111	9.15 -10.10 10.10-11.05 11.05-12.00 12.00-12.40				
4.	LUNCH BREAK	12.00-12.40				
5.	IV	771575 771175				
6.	V	1.40-2.40				
7.	BREAK	2.40-2.50				
8.	VI	2.50-3.50				

II, III & IV B. Tech - Class Timings

S.NO	PERIOD	TIMING	
1.	1	9.15 -10.05	
2.	11	10.05-10.55	
3.	BREAK	10.55-11.05	
4.	, III	11.05-11.55	
5.	IV	11.55-12.45	
6.	LUNCH BREAK	12.45-1.25	
7.	V	1.25-2.15	
8,	8. VI 2.		
9.	VII	3.05-3.50	



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🚉 సిద్ధార్థ విద్యాసంస్థలు , పుత్తూరు

డిక్టరేషన్ / అండర్టేకింగ్

- సేను సిద్దార్థ కలకాలలోని హాజరు మరియు క్రమళికుణకు సంధందించిన నియమ నిధందనలకు కట్టుబడి ఉంటానని ప్రమాణం చేస్తున్నాను. అలాగే కళాశాల కాలానికి అనుగుణంగా శీసుకోనే మార్పులకు, చేర్పులకు అనుగుణంగా, సన్మార్థం లో నడుదుకుంటాను.
- 2. కళాశాలలోని నియమ నిధందనలకు వ్యతిరేకంగా నడుచుకున్న దానికి కళాశాల ఏ శిక్ష విధించిన , దానికి కట్టుబడి ఉంటాను.
- (i)తరగతి లోని హాజారు శాతం 75% తప్పక పాటిందాలని నాకు తెలుసు. ఒకవేళ హాజరు శాతం 65% కంటే తగ్గితే ఆ సమిస్టరు లో ఆపీ ఇంకో సమిస్టరు కు ప్రమోషన్ అనుమతించరని తెలుసు.
- (ii) హాజరు కారం 65% కు పైబడి 75% లోబడి ఉంటె కాండోనేషన్ ఫీజు (యూనివర్సిటీ /కళాశాల విదించే ఫీజు) చెళ్లించి మెడికల్ సెర్టిఫికోట్ లెప్పకుండ ఇవ్వవలయునని రెలును.
- (iii) అదేవిదంగా సమిస్టరు హాజరు శాతం 75% కు తగ్గినా ప్రభుత్వం వారు అందించే ఫీజు రీయింబర్స్మెంట్ రాదనీ తెలుసు మరియు అందుకు సంభందించిన పూక్తి భాద్యత వాది.
- 4. సేను రాగింగ్ కు సంభందించి (మాటలు ద్వారా కాని / చేతల ద్వారా కాని) విషయాలలో జోక్యం చేసుకోనని తెలియచేస్తున్నాను.
- 5. కళాశాల పెలుపల మరియు కళాశాల సమయం తర్వాత (సాయంత్రం 4 గం|| సైగా) ఏదైనా క్రమళిశ్రణ రాహిత్యం. మరియు ఆవాంచనీయ సంఘటనలు జరిగిలే పూర్తి భాద్యత నాదే. అంతే తప్ప కళాశాల ఎటువంటి భాధ్యత: పహించదు.
- 6. కళాశాలలో మొబ్లిల్ ఫోన్ఫ్ తీసుకు రావడం పూర్తిగా నిపిదించడం అయినది ఒకపేళ సేను మొబ్లెల్ ఫోస్ కళాశాలకు తీసుకొని వచ్చి సంభందించిన ప్యాకెళ్టీ ద్వారా పట్టుబడిచే కోర్పు పూర్తి అయిన లిర్వాత పైన్ కెట్టి నా మొబ్లెల్ ఫోస్ ను విడిపిందుకుంటాను.
- 7. క్రిమినల్ నేరాలకు సంభందించినవి ఉల్లంఘిస్తే పోలీసులకు పిర్వాదు చేసి చెల్ల పరంగా తీసుకునే చెర్యలకు కట్టుబడి ఉంటాను.
- 8. సేను కళాశాల ఆస్తిని కాని వస్తువులను కాని పగలగొట్టిన / నాశనం చేసిన, వేరాన్ని అంగీకరించి ఆ వస్తువుకు సంధంచిన (రేట్) మొత్తాన్ని చెళ్లిస్తాను.
- 9. కళాకాలలోని అధ్యాపకులు / అధ్యాపకేతర సిబ్బంది మరియు వారైన్లు దగ్గర దుష్పవర్తనగా నడుదుకోనని తెలియచేస్తున్నాను.
- 10. నేను లోటి విద్యార్థుల దగ్గర జాదుగా నడుచుకున్న , హెగ త్రాగడం , మద్యంసేవించడం / తీసుకు రావడం మరియు మాదక డ్రవ్యాలు తీసుకు రావడం లాంటి చర్యలకు పాల్పడితే , కళాశాల తీసుకొనే చర్యలకు కట్టుబడి ఉంటాను.
- 11. నేను డేస్ స్కాలర్స్ ను గాని, బయటి విద్యార్థులను హాస్టల్ లోకి తీసుకు రాను. అట్టు తీసుకొని వచ్చినట్లు నిరూపణ అయితే కళాశాల ఉన్నత వర్గాలు నిధించే సైస్ ను కడలానని తెలియచేస్తున్నాను.
- 12. హాస్టల్ చారైస్/ చీఫ్ చారైస్ అనుమతి లేనిది నేను హాస్టల్ నుండి వెళ్ళను, ఫోటో /ఐడెంటిటీ ప్రూఫ్ లేదా రక్ష సంభందం ఉన్న వ్యక్తులను మాత్రమే అనుమతించి నిర్ణీత సమయంలోనే హాస్టల్లోకి అనుమతి ఇస్తారని తెలుసు.
- 13. కళాశాల పెలుపల ఏదైనా సంఘటనలు జరిగిన కళాశాల ఎటువంటి భాద్యత వహించదని నాకు స్పష్టం గా తెలుసు.
- 14. బస్సులో క్రమిశికనగా ఉండవలయును. లేనియెడల కళాశాల బస్సు లో సీటు పోగొట్టుకోవడమే కాకుండా సంబధిత వర్గాలు విదించే పైసీ మొత్తానికి కట్టుబడి ఉంటాను.
- 15. నేను గాని / తల్లిదండ్రులు గాని/ సంరక్షకులు గాని మొదటి సెమిస్టరు ప్రారంధంలోనే కళాశాలలకు కట్టవలసేన పూర్తి ఫీజులన్నీ చెల్లిస్తాను.
- 16. క్రమళికణకు సంబంధించి ఎటువంటి చర్యలసైనా ఉల్లంఘిస్తే పైన కాని / కళాశాల నుండి డీబార్ లేదా రెండింటికి కట్టుబడి ఉంటాను.
- 17. మా అబ్బాయి/అన్మూయి కళాశాల నుండి లేదా హాస్టల్ నుండి. సరైన ఆసుమతి లేకుండా వళితే సేనే పూర్తి దాధ్యత చహిస్తానని తెలియచేస్తున్నాను.
- 18. సేను తండ్రిగా నా అబ్బాయి/అమ్మాయి యొక్క అభివృద్ధి కోసం ప్రతి 15 రోజులకు ఒకసారి కొన్పిలర్ / విభాగాధిపతి / ప్రేన్సిపల్ ను తలసి హాజరు శాతం లేదా రిజుల్ట్ గురించి చర్చించి తగిన చర్యలు తీసుకుంటాను .
- 19. నా మొట్టెల్ సెంబర్ ను సంబంధిత కొన్నిలర్ కు ఇవ్వడం నా బాధ్యత. ఎందుకంటే నా అబ్బాయి/అమ్మాయి గురించీ తెలుసుకోవడం నా ప్రధమ కర్ణవ్యం. ఒకవేళ సెంబర్ మార్చుకుంటి కొత్త సెంబర్ ను కొన్నిలర్ కు తెలియచేస్తాను.
- 20. నేను కళాళాలను అనవసరంగా కించపరచడం (లేదా) కళాళాలకు వ్యతిరేకమైన కార్యకలాపాలు చేపట్టినా నా మీద కాని, నా అబ్బాయి/అమ్మాయి మీద కాని ఎలాంటి చర్మలైనా తీసుకోవడ్పు.

రై చాగాలు ఆర్థిదంద్రులు/సందక్షకుని సంతకం పైన తెలిపిన విషయాలన్నీ వాస్తవాలని అంగీకరిస్తున్నాను.

J Keeth.

PRINCIPAL

Siddharth Institute of Engnineering & Technology
Siddharth Nagar

PUTTUR - 517583, Chittoor Dist.

SIDDHARTH GROUP OF INSTITUTIONS::PUTTUR

DECLARATION / UNDERTAKING



1 Mr./ Mrs		J. Keerthi		Program	B-lech	1 styear
Branch	CSE	Student of	SIGTIS			

- 1. I here by promise to abide by the admissible rules and regulations concerning discipline, attendance of the Institute and also to follow the code of conduct prescribed for the students of the Institute, as in force time to time and subsequent changes / modifications / amendments made thereto.
- I acknowledge that, the Institute has the authority by taking punitive action against me for violating and / or non - compliance of the same.
- a) I know that 75 % attendance is mandatory in classes and I commit myself to adhere to the same. I also understand, in case my attendance falls below 65 % for any reason, I will be detained and will not be promoted for the higher class.
 - b) I know that I am eligible to pay condonation if I get attendance between 65 % 75% by producing medical
 - c) I know that if I get less than 75 % attendance, I will not be eligible to get Fee Reimbursement, in such a case, I am ready to pay full fees to the college.
- 4. I here by declare that both I will not indulge in nor tolerate ragging, in any form, even in words or intentions.
- 5. I here by declare that I shall be solely responsible for my indulge in any kind of undesirable / in disciplinary activities outside the campus shall be liable for the punishment. I further understand that the Institution shall not be responsible for my any such action outside the campus and after the college hours.
- 6. I know that mobile phones should not be brought to the college. If he / she is found with phone, the student is expected to hand over the mobile to faculty concerned and it will be strictly returned only after the completion of the course with fine.
- 7. I know that any case of criminal activity violation of law and order in the college campus will be reported to the police.
- 8. If I break or damage any college property, I agree to pay the total cost of the material and fine.
- I will not misbehave with warden, staff member or any other person.
- 10. I will not indulge in gambling, smoking, consuming liquor, narcotic drugs or any other intoxicant, if I indulge in any kind of indisciplinary activities, Institute has the right to expel me from the college with immediate effect.
- 11. I will not allow any day scholar or outsider in my hostel room, in case of its' violation I may be fined. Fine
- may be charged for the day scholar or outsider found in my room.

 12. I will not leave the hostel without prior permissions of the warden / chief warden and return to the hostel before the prescribed time. While going out of hostel, I will be allowed to go only with the persons those who have submitted their photo ID in the college as his/ her guardian or blood relation.
- 13. Institute does not hold any responsibility for those students who are involving indiscipline activities outside the
- 14. Students should maintain discipline in the college buses, otherwise their seat in the college bus will be cancelled immediately by the Institution and also he/ she will be fined.
- 15. I, parent / guardian of the student fully agree with the declaration and undertaking given by my ward and I assure that my ward will adhere to all the rules and regulations of the Institute and also assure that the total fees will be paid on/ before the commencement of the first semester of each year.
- 16. I understand any violations/ indiscipline may result in fine or expulsion or both to my ward.
 17. I assure you that I will be responsible in case my ward leaves the college or hostel without taking permission from the college authorities.
- 18. I as a parent, take the total responsibility of knowing my ward's attendance for every 15 days by my personal meeting with the counselor/HOD/ Principal to improve my son/ daughter's academic progress
- 19. I will provide my contact number to the counselor. If my contact number is changed, it is my responsibility to provide new working number. I know that I will get information only to the number which is provided by me.
- 20. If I unnecessarily blame the Institution, abuse individuals or indulge in any sort of agitations against college, the college has full right to file libel suit against me.

I solemnly declare that the above details are true to the best of my knowledge and belief.

J. Yaming

Signature of the Parent / Guardian with date

J Keerthi

Signature of the Student with date

PRINCIPAL . Siddharth Institute of Engnineering & Technology Siddharth Nagar PUTTUR - 517583, Chittoor Dist.

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SIDDHARTH GROUP OF INSTITUTIONS::PUTTUR

DECLARATION / UNDERTAKING



1 Mr./ Mrs. K. Tayanth Program B. TECH

Branch C. S. R.2 Student of S. T. ETK

- 1. I here by promise to abide by the admissible rules and regulations concerning discipline, attendance of the Institute and also to follow the code of conduct prescribed for the students of the Institute, as in force time to time and subsequent changes / modifications / amendments made thereto.
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- 4. I here by declare that both I will not indulge in nor tolerate ragging, in any form, even in words or intentions.
- 5. I here by declare that I shall be solely responsible for my indulge in any kind of undesirable / in disciplinary activities outside the campus shall be liable for the punishment. I further understand that the Institution shall not be responsible for my any such action outside the campus and after the college hours.
- I know that mobile phones should not be brought to the college. If he / she is found with phone, the student is expected to hand over the mobile to faculty concerned and it will be strictly returned only after the completion of the course with fine.
- 7. I know that any case of criminal activity violation of law and order in the college campus will be reported to the police.
- 8. If I break or damage any college property, I agree to pay the total cost of the material and fine.
- 9. I will not misbehave with warden, staff member or any other person.
- 10. I will not indulge in gambling, smoking, consuming liquor, narcotic drugs or any other intoxicant, if I indulge in any kind of indisciplinary activities, Institute has the right to expel me from the college with immediate
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I solemnly declare that the above details are true to the best of my knowledge and belief.

Signature of the Parent / Guardian with date

Siddharth Institute of Engnineering & Technology Siddharth Nagar

PRINCIPAL

PUTTUR - 517583, Chittoor Dist.

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SIDDHARTH GROUP OF INSTITUTIONS::PUTTUR

DECLARATION / UNDERTAKING



1 Mr./ Mrs. C. Kavya Program B. tech

Branch CSE-2 Student of SIETK

1. I here by promise to abide by the admissible rules and regulations concerning discipline, attendance of the Institute and also to follow the code of conduct prescribed for the students of the Institute, as in force time to time and subsequent changes / modifications / amendments made thereto.

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non - compliance of the same.

3. a) I know that 75 % attendance is mandatory in classes and I commit myself to adhere to the same. I also understand, in case my attendance falls below 65 % for any reason, I will be detained and will not be promoted for the higher class.

b) I know that I am eligible to pay condonation if I get attendance between 65 % - 75% by producing medical

proofs:

c) I know that if I get less than 75 % attendance, I will not be eligible to get Fee Reimbursement, in such a case, I am ready to pay full fees to the college.

4. I here by declare that both I will not indulge in nor tolerate ragging, in any form, even in words or intentions.

5. I here by declare that I shall be solely responsible for my indulge in any kind of undesirable / in disciplinary activities outside the campus shall be liable for the punishment. I further understand that the Institution shall not be responsible for my any such action outside the campus and after the college hours.

I know that mobile phones should not be brought to the college. If he / she is found with phone, the student is expected to hand over the mobile to faculty concerned and it will be strictly returned only after the completion

of the course with fine.

 I know that any case of criminal activity violation of law and order in the college campus will be reported to the police.

8. If I break or damage any college property, I agree to pay the total cost of the material and fine.

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Signature of the Parent / Guardian with date

Signature of the Student with date

PRINCIPAL /
Siddharth Institute of Engnineering & Technology
Siddharth Nagar
PUTTUR - 517583, Chittoor Dist.