

Code of Ethics and Conduct for Students

1. He/she shall be regular and must complete his/her studies in the College.
2. All students must uphold academic integrity, respect all persons and their rights and property and safety of others; etc.
3. He/she must produce the identity card, issued by the college.
4. He/she should not Parking a vehicle in a no parking zone or in area earmarked for parking other type of vehicles
5. He/she should be forbidden for Smoking on the campus of the college.
6. He/she should not indulge in any act of discrimination (physical or verbal conduct) based on an individual's gender, caste, race, religion or religious beliefs, colour, region, language, disability, or sexual orientation, marital or family status, physical or mental disability, gender identity, etc.
7. He/she should not misbehave at the time of student elections or during any activity of the college.
9. He/she should not indulge in any disruptive activity in a class room or in an event sponsored by the college.
10. Cheating and Copying during examinations are forbidden.
11. All the students are informed that Ragging is a crime. So They should not involve in any act of ragging such as use of spoken /written word or any act which has the effect of teasing,

treating or handling with rudeness any student.

12. All the students are informed that they should not involve in act of sexual misconduct or harassment which encompasses a range of conduct, including sexual assault, unwanted touching or persistent unwelcome comments, e-mails, or pictures of an insulting or degrading sexual nature etc.

13. Any student of the college aggrieved by any acts of sexual harassment or ragging can approach the Student Grievance Redressal cell at the college.

Code of Ethics and Conduct for the Faculty and Support Staff:

The teachers shall:

1. Always be punctual in attending to duties in the college.
2. Treat all students with respect and dignity and be just and impartial to all irrespective of caste, creed, sex, status, religion, language and place of birth;
3. Acknowledge and respect the uniqueness, individuality and specific needs of pupils/students and promote their holistic development
4. Refrain from accepting remuneration for coaching or tutoring his/her own students except for remedial teaching under an approved scheme;
5. Seek to establish and maintain cordial relations with parents/ guardians.
6. Work in a collaborative manner with students, guardians, management, and other members of staff, relevant professionals and the wider school community, as appropriate, in seeking to effectively meet the needs of students.
7. Faculty should exhibit intellectual honesty and integrity in all their scholarly endeavors.
8. Faculty should refrain from lodging unsubstantiated allegations against colleagues or higher authorities;
9. Faculty should participate in programmes of professional growth like in-service education and training, seminars, symposia workshops, conferences, self study etc; .
10. Faculty should avoid conflict between their professional work and private interests which could reasonably be deemed to impact negatively on pupils/students.

11. Recognize the management as the prime source of his sustainable development; and develop mutual respect and trust through his professional activities and outputs.

Code of Ethics and Conduct for the Support Staff:

1. Make efforts to enhance administrative efficiency.
2. Remain familiar with and adhere to college policies relevant to my responsibilities.
3. Take necessary and appropriate action to ensure constituents' safety and well-being in and around the college community.
4. Provide students, faculty, other staff, and administration with the tools and assistance they require to perform effectively.
5. Act promptly to remedy deficiencies, such as equipment failures, or classroom problems.
6. Prepare all reports, vouchers, bills, invoices, records, and other important documents accurately and honestly.
7. Safeguard any confidential information.

Code of Ethics and Conduct for the Administrators:

1. Encourage outstanding teaching, research, and other professional activities.
2. Maintain a safe and clean environment for student learning and faculty research.
3. Act as an advocate for faculty, staff, and students of the College.

4. Treat faculty, staff, and students fairly and impartially.
5. Refrain from engaging in behavior on the college premises that is inconsistent with their role as College leaders.
6. Strive to ensure the availability of resources required to accomplish goals and objectives.



Rayat Shikshan Sanstha's

SHARADCHANDRA PAWAR MAHAVIDYALAYA

Tal. Khandala, Dist. Satara 415 521

(Affiliated to Shivaji University, Kolhapur)

Est. 1986

Email : spcollegelon@yahoo.com

Ph. : (02169)225175

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Rayat Shikshan Sanstha's Karmaveer Award Winner College



PROSPECTUS 2017-18

Discipline and Code of Conduct

Discipline :-

1. Students are prohibited from doing anything in side or out side the college that will interfere with its orderly administration or its public image.
2. Students restoring to unfair means at the exmination will be dealt with in accordance with the provision of the Government of Maharashtra Act No. XXXI of 1982 and the Maharashtra Universities act, 1994.
3. All students are expected to observe rules and regulations currently in force to enable the smooth working of the college.
4. Ragging is crime & is a punishable affence.

Code of Conduct :-

Once a student is admitted in the college, he/she must abide by the following rules and regulations.

1. Students must have identity card with them in the campus and produce it on demand.
2. Students must go through various notices and circulars displayed on notice boards of the college or laboratories from time to time regarding all activities including examinations, scholarship, placement opportunities, functions etc. The college will not be responsible for any loss of the students regarding events and facilities mentioned above.
3. It is compulsory to attend popular lectures/seminars/debates/fuctions arranged by the college.
4. Minimum 80% attendance in a regular theory and practical classes is compulsory for grant of term. Otherwise they will not be allowed to appear for examination and get the benefit of the scholarship.
5. Home assignments, tests, tutorials, seminars are compulsory.
6. Fines are imposed for the absense to classes & various activities without prior information.
7. Students are expected to take active part in extra-curricular activities orgnized by the college from time to time.
8. Students must park their vehicles in the parking stand only.
9. Students must keep campus clean by placing their waste in dustbins and containers.
10. Students should maintain healthy and friendly climate with classmates or college mates.
11. Without prior permission of Principal, students cannot display their wall papers, articles etc. on the notice board.
12. Suggestion in writing may be welcomed or use suggestions box.
13. Use of mobile is strictly prohibited in the class and college campus.
14. Each student should note at the time of Admission that Annual Prize Distribution Programme will be organized in the Seminar Hall in simple manner and there will not be any culural activity during the said programme.

AFFIDAVIT BY THE STUDENT

1) I _____

(Full Name of student with admission/registration/enrolment number) s/o d/o
Mr./Mrs. _____

having been admitted to _____

(Name of the institution), have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009 (hereinafter called the "Regulations") carefully read and fully understood the provisions contained in the said Regulations.

- 2) I have, in particular, perused clause 3 of the Regulations and I am aware as to what constitutes ragging.
- 3) I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
- 4) I hereby solemnly aver and undertake that
 - a) I will not indulge in any behaviour or act that may be constituted as ragging under clause 3 of the Regulations.
 - b) I will not participate in or abet or propagate through any act of commission or commission that may be constituted as ragging under clause 3 of the Regulations.
- 5) I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force.
- 6) I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.
- 7) I hereby declare that, I am well aware of the fact that, there will not be any cultural programme at the Annual Prize Distribution Programme.

Declared this _____ Day of _____ Month of _____ Year. _____

Signature of deponent

Name : _____

VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at _____ on this _____ Day of _____ Month of _____ Year _____

Signature of deponent

Name : _____

Solemnly affirmed and signed in my presence on this _____

Day of _____ Month of _____ Year _____

after reading the contents of this affidavit.

OATH COMMISSIONER

AFFIDAVIT BY PARENT/GUARDIAN

- 1) I Mr./Mrs./Ms. _____
(Full Name of Parent/guardian)
(father/mother/guardian) of _____
(full name of student with admission/registration/enrolment number)
having been admitted to _____
(Name of the institution), have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009 (hereinafter called the "Regulations") carefully read and fully understood the provisions contained in the said Regulations.
- 2) I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
- 3) I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
- 4) I hereby solemnly aver and undertake that
- a) My ward will not indulge in any behaviour or act that may be constituted as ragging under clause 3 of the Regulations.
- b) My ward will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.
- 5) I hereby affirm that, if found guilty of ragging, My ward is liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force.
- 6) I hereby declare that My ward have not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

Declared this _____ Day of _____ Month of _____ Year. _____
Signature of deponent

Name : _____

VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at _____ on this _____ Day of _____ Month of _____ Year _____
Signature of deponent

Name : _____

Solemnly affirmed and signed in my presence on this

Day of _____ Month of _____ Year _____
after reading the contents of this affidavit.

OATH COMMISSIONER

मा. प्राचार्य,
शरदचंद्र पवार महाविद्यालय, लोणंद
ता. खंडाळा जि. सातारा

मतदार यादीमध्ये नाव नोंद नसणाऱ्या विद्यार्थ्यासाठी
मतदार यादीमध्ये नाव नोंदणी करण्याबाबतचे हमीपत्र

मी कु/श्री _____

मु. _____ पो. _____ ता. _____ जि. _____

येथील रहिवासी असून, शरदचंद्र पवार महाविद्यालय लोणंद, जि. सातारा येथे बी.ए./
बी.कॉम/बी.एस्सी भाग १/२/३ या वर्गात प्रवेश घेतला आहे. माझे वय दि. _____

या तारखेस १८ वर्ष पूर्ण झाले आहे/पूर्ण होत आहे. मी अद्याप मतदार यादीत माझ्या
नावाची नोंदणी केलेली नाही. तरी मी मतदार यादीमध्ये माझे नाव त्वरीत नोंद करून
घेईन/माझे वय वर्ष १८ पूर्ण होताच माझे नाव मतदार यादीमध्ये त्वरीत नोंद करून घेवून
त्याचा क्रमांक महाविद्यालयास देत आहे. मतदार यादीत माझे नाव नोंद न केल्यामुळे
होणाऱ्या शैक्षणिक नुकसानीस मी स्वतः जबाबदार राहीन.

आपला विश्वासू,
सही

(नाव :- _____)

-: विशेष सूचना :-

महाविद्यालयीन/विद्यापीठ परीक्षेमध्ये अवैध मार्गाचा अवलंब केल्यास खालील प्रमाणे शिक्षा होऊ शकते.

- १) संबंधीत विषयाची परीक्षा रद्द होणे.
- २) अवैध मार्गाचा अवलंब केलेल्या विषयासह इतर विषयांची परीक्षा रद्द होणे.
- ३) कॉपी केल्यानंतर विद्यापीठ नियमानुसार कारवाई होते व शासनाच्या कायदानुसार शिक्षा होते.
जे विद्यार्थी परीक्षागृहात अथवा परीक्षा केंद्र परिसरात कॉपी करताना किंवा कॉपीस मदत करताना आढळतील त्याचे हे वर्तन अजामीनपात्र व दखलपात्र गुन्हा आहे. त्यामुळे उपरोक्त सर्वाना गैरमार्ग प्रतिबंधात्मक कायद्याचे कलम ७ प्रमाणे सहा महिने शिक्षा अथवा ५००/- रु. दंड किंवा एकाचवेळी दोन्ही शिक्षा होऊ शकतील.

मा.प्राचार्य व महाविद्यालयाच्या शिस्त समितीस, गैरशिस्तीने वागणाऱ्या विद्यार्थ्यांना खालीलप्रमाणे शिक्षा देण्याचे अधिकार विद्यापीठ कायद्याप्रमाणे आहेत.

- १) इशारा व ताकीद देणे व हमीपत्र लिहून घेणे.
- २) दंड करणे.
- ३) शिष्यवृत्ती किंवा इतर मिळणाऱ्या सरकारी सवलती रद्द करणे.
- ४) महाविद्यालयातून काढून टाकणे.
- ५) विद्यार्थ्याला ५ वर्षांपर्यंत कोणत्याही परीक्षेला बसू न देणे.
- ६) निकाल रद्द करणे.
- ७) विद्यार्थ्याला कोठेही ५ वर्षांपर्यंत प्रवेश मिळणार नाही अशा रितीने काढून टाकणे.

UGC Regulations of curbing the Menace of Ragging in Higher Educational Institutions 2009 नुसार प्रत्येक विद्यार्थ्याने प्रवेश घेतेवेळी स्वतःचे व पालकाचे अँटीरॅगिंग अँफिडेव्हीट करणे बंधनकारक आहे.

-: महाविद्यालयीन अध्यापनाची वेळ :-

- १) कला व वाणिज्य विभाग :- सकाळी ७.४५ वा. ते दुपारी १२.४५ वा.
- २) विज्ञान विभाग :- सकाळी ११ वा. ते सायंकाळी ५ वा.
- ३) कार्यालयीन कामकाजाची वेळ :- सकाळी १०.३० ते ५.३० वा.