

Student Code of Conduct - Declaration Form

Bachelor Programme in Design (B.Des.)

To be signed by the student at the time of Registration.

OBJECTIVE

Introducing and involving students to behavioral norms, emotional well-being that contribute to a safe and responsible social living at National Institute of Design Andhra Pradesh. The institute is dedicated to creating a vibrant and respectable learning environment for its students as part of an emerging design school. NID AP provides equal opportunities for all its students regardless of their race, religious creed, origin, ancestry, physical disability, sex, age, or any other values protected by law. The institute takes pride in treating each of its students fairly and with respect and embracing diversity and inclusion. At NID AP, teaching, learning, research depend upon an atmosphere in which freedom of inquiry, thought, expression, publication are given the fullest protection.

The institute reserves the right to make changes in the policies at any time without prior notice. The Policies/ Rules shall remain applicable from admission to the conferral of degrees by the institute.

POLICIES - STUDENT CODE OF CONDUCT

1. Students are advised and expected to conduct themselves in a manner that resonates with the philosophy of the institute with honesty, integrity and comply with applicable laws of NID AP.
 2. By registering as a student at NID AP constitutes a commitment by a respective student to abide by and accept policies, rules and regulations framed by NID AP. Compliance with laws and applicable policies and Procedures that include Registration, Payment of Fees, Health and Safety, Academic Performance, Student Code and Conduct, use of Library and equipment related to computing, facilities at the institute is imperative. **Students should take responsibility for informing themselves of applicable NID AP's policies, rules, requirements, and regulations.**
 3. NID AP reserves the right to withhold registration privileges or to cancel the registration of any student who is not in compliance with its policies, rules, requirements, or regulations or for reasons pertaining to academic performance, health and wellness, qualification to be a student, behavioral conduct, or safety of NID AP's community.
 4. The following behavior will not be tolerated and may result in removal from the B.Des. programme of NID AP. Violations may result in network removal, access revocation, corrective action, and/or civil or criminal prosecution. Violators may be subject to disciplinary action up to and including dismissal or expulsion, pursuant to institutes policies, codes of conduct, or other instruments governing the individual's relationship with the institute. In these instances, rules of fairness, honesty, and respect for the rights of others will govern students conduct at all times. **In extraordinary circumstances, the Competent Authority may temporarily or permanently discontinue violators who present a threat to the health and safety of the community in accordance with the policies.**
- (A)** Disruption of teaching and learning in the campus and distorting the values of the institute. Refusal to comply with parameters of integrity, course requirements and applicable policies related with academics, unauthorized absence from classes and misrepresentation of any kind.

- (B)** Disorderly conduct and unethical practice harming the reputation of the institute. Prohibited harassment, discrimination and creating a hostile environment in the institute with unreasonable interference that is severe, pervasive, or persistent in the form of offensive slurs, jokes, and other offensive oral, written, computer-generated, visual, or physical conduct which is aimed at an individual or the institute.
- (C)** Misrepresenting oneself, both in the classroom and during correspondence with faculty, fellow students and administrative staff.
- (D)** Physical abuse, intimidation, harassment, threatening behavior directed towards fellow students, faculty, or administrative staff.
- (E)** Sexual misconduct and impropriety of any kind which includes sexual harassment, sexual assault, domestic and dating violence, stalking, and other forms of sexual misconduct.
- (F)** Indulging in substance abuse, also known as drug abuse, that refers to the harmful or hazardous use of psychoactive substances, including alcohol and illicit drugs by any methods which are harmful to the individual or others.
- (G)** Ragging in the name interaction of any kind under “Prohibition of Ragging in Educational Institutions Act 1997” and amended from time to time.
- (H)** Noncompliance and violating environment health and safety, including workplace health and safety policies of the institute.
- (I)** Violating privacy and ethical obligations, confidentiality, privacy, and information security aspects pertaining to the institute like misuse and disclosure of (EI) Electronic Information, Electronic Resources (ER) and (AD) Activity Data without user consent. Electronic Information consists of communications between two or more people, or files created on, transmitted through, or stored in institutes IT Resources and Studios, including information that a user backs up on institutes IT Resources and Studios from a user-owned devices.
- (J)** Interfering with computer and communication devices, services, networks, and other technologies that access, store or transmit personal or institutes information and that are owned, provided, or administered by or through the institute, regardless of whether they are owned or controlled by the institute or by an external electronic service provider with which the institute contracts.
- (K)** Causing damage to inventory or any valuable property and equipment pertaining to the institute by act of theft / vandalism as an individual or a group.
- (L)** Recording sessions and conversations without advising all participants, unless authorized by the institute.
- (M)** Destruction of evidence related to Code of Conduct violations as an individual or a group.
- (N)** Violating ethical and professional standards while acting on behalf of the institute as students and volunteers.

If the student is found guilty of any misconduct in the enquiry, in which he/she is given a reasonable opportunity of hearing. The Competent Authority shall have the power to impose punishments, which shall be proportionate to the gravity of the misconduct. Students shall communicate their grievances/ representations if any to the **Academic Grievance Committee (AGC)** through proper channel, whenever necessary. It’s imperative for a student to attend all classes and meet specific attendance expectations for each individual course. Reasons of absence from classes due to illness, injury, or some other significant personal situation, needs to be communicated to the concerned faculty and Discipline Lead for consideration.

I hereby acknowledge, comply, and shall abide by the objectives and policies mentioned above for the holistic growth of NID AP Community.

NAME OF THE STUDENT _____

ROLL NUMBER _____

SIGNATURE _____

DATE _____ **PLACE** _____