

SANDESH COLLEGE OF ARTS COMMERCE & SCIENCE

Notice Dated :- 21/11/2019

NOTICE

All the students of **FY/SY/TY, BA/BBI/BSC/BBI/BSCIT** are hereby informed that from tomorrow onwards 22/11/2019 the following rules will be applied and strictly followed by the college administration.

1. Attendance will be taken lecture wise for all class both for Lectures and Practical's.
2. Students have to be present in all the lectures/practical in order to mark their attendance for the day.
3. After 1 month a defaulter list will be published on the notice board on basis of the above attendance system, this defaulters will not be allowed to appear for the exam.
4. Students have to follow the college time, gates will be closed at 7:10am for entry for the students whose lecture start at 7:00am and for the lectures starting at 7:55am the gates will be closed for entry at 8:05 am, after that no one will be entertained for whatsoever reason.
5. Students will have to carry and wear their Valid ID Card while they are in the college premises, any student found without Valid ID Card will be considered as outsider and will be handed to police for further investigation.
6. Students are not allowed to leave the class between lectures.
7. If any student is found roaming in the college/corridor without any valid reason during the lecture he/she will be suspended for 7 working days without giving any reason.
8. Using Mobile Phones (Talking on Phone, Chatting, Listening to Music, Watching Movie, Clicking Photos etc.) is strictly prohibited in the class room during the lecture, any student found breaking the rule his/her mobile will be taken into custody and will be given after 48 working hours.
9. Use of head phone or wearing head phone in the college premises for students is strictly prohibited any student found breaking this rule his/her headphone will be taken into custody.
10. No student has the right to disturb other students, hence if any student is found disturbing other students while the lecture is going on or making nuisance in the corridor and disturbing the ongoing class will be suspended from the college for 7 working days.
11. If Any student is found doing damage to the college property than he will be suspended from the college for 7 working days and the damage will be recovered from him/her.

Dr.Alka Kadam (Vice-Principal)

FYBCOM	Signature	SYBCOM	Signature	TYBCOM	Signature	CLASS	Signature	CLASS	Signature
DIV A		DIV A		DIV A		FYBA		FYBSC	
DIV B		DIV B		DIV B		SYBA		SYBSC	
DIV C		DIV C		DIV C		TYBA		TYBSC	
DIV D		DIV D		DIV D		FYBBI		FYBSC(IT)	
DIV E		DIV E		DIV E		SYBBI		SYBSC(IT)	
						TYBBI		TYBSC(IT)	