



VIVEKANANDA COLLEGE

College with Potential for Excellence
Residential & Autonomous - A Gurukula Institute of Life-Training
Re-accredited (3rd Cycle) with 'A' Grade (CGPA 3.59 out of 4.00) by NAAC
DBT Star College Scheme Funded
Affiliated to Madurai Kamaraj University
(Managed by Sri Ramakrishna Tapovanam, Tirupparaiturai, Trichy)
TIRUVEDAKAM WEST, MADURAI DISTRICT- 625 234, Tamil Nadu
Website www.vivekanandacollege.ac.in



Code of Conduct

The Code of Conduct is a set of guidelines and rules that outline the expected behaviour and conduct of students, teaching staff, and non-teaching staff in an autonomous government-aided residential college in Tamil Nadu. The following are the Code of Conducts:

Code of Conduct for Students

1. Respect for the dignity and rights of every individual, regardless of their race, gender, religion, or nationality.
2. Compliance with college policies and regulations, including academic and disciplinary regulations.
3. Punctuality and attendance at classes, tutorials, labs, and other college-related activities.
4. Proper use of college facilities, equipment, and resources.
5. Prohibition of any form of harassment, discrimination, or violence, whether physical, verbal, or psychological.
6. Honesty, integrity, and academic excellence in all academic pursuits.
7. Promotion of a safe and healthy environment, free from any form of substance abuse.
8. Respect for the residential community and compliance with the rules and regulations of the residential complex.

Code of Conduct for Teaching Staff

1. Adherence to the principles of academic freedom and intellectual inquiry.
2. Respect for the dignity and rights of every individual, including students, colleagues, and staff.
3. Compliance with college policies and regulations, including academic and disciplinary regulations.
4. Fairness, impartiality, and objectivity in all academic pursuits, including grading and evaluation.
5. Punctuality and attendance at classes, tutorials, labs, and other college-related activities.
6. Professionalism and ethical conduct in all interactions with students, colleagues, and staff.
7. Promotion of a safe and healthy environment, free from any form of substance abuse.
8. Adherence to the residential community's rules and regulations and setting an example for students to follow.

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Code of Conduct for Non-Teaching Staff

1. Respect for the dignity and rights of every individual, including students, colleagues, and staff.
2. Compliance with college policies and regulations, including administrative and disciplinary regulations.
3. Punctuality and attendance at work, meetings, and other college-related activities.
4. Proper use of college facilities, equipment, and resources.
5. Professionalism and ethical conduct in all interactions with students, colleagues, and staff.
6. Promotion of a safe and healthy environment, free from any form of substance abuse.
7. Adherence to the residential community's rules and regulations and setting an example for students to follow.

Code of Conduct for Students, Teaching Staff, and Non-Teaching Staff in Gurukulam

1. Gurukulam emphasizes Life Training and intensive curriculum to achieve harmonious development of hand, heart, and head. Every moment is valuable.
2. Students and staff members live on the campus and dine together in a common mess. The teacher and the taught share activities, and reverence for the master is crucial.
3. Gurukulam provides necessary amenities while avoiding luxury. Its motto is "simple living and high thinking."
4. Work is as sacred as worship, and no physical labour is considered menial or derogatory. Training in this line is imperative.
5. Gurukulam emphasizes self-culture through ethical and spiritual discipline, avoiding indoctrination of any sectarian pattern.
6. The Gurukulam operates six days a week, and Sunday is a holiday. Students can go out from 7.30 a.m. to 7.30 p.m. Obligatory Gurukula activities occur throughout the day, and no student should leave the campus from sunset to sunrise.
7. Gurukula activities include lectures, physical jerks, asanas, games, prayer thrice a day, supervised study, weekly bhajans, and provision for learning music, photography, and participation in national service schemes, national cadet corps, youth red cross, and red ribbon club.

Code of Conduct for Students in Gurukulam

1. Gurukula activities start at 4.45 a.m. every day.
2. Sunday is a weekly holiday.
3. Students should do Physical Jerks every morning, Mass Drill once a week and Asanas thrice a week.
4. Prayer is conducted thrice a day.

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5. Supervised study hours are conducted in both the morning and evening.
6. Vegetarian food is provided.
7. Hand-pounded rice is used.
8. Students in rotation serve food items.
9. Students stay in cloakrooms.
10. The colour of the uniform in the Gurukulam is white.
11. On Mondays, Wednesdays, and Saturdays, students should wear white uniforms.
12. Discipline, silence, and orderliness should be followed in the Prayer Hall, Dining Hall, and Study Hall.
13. Students should wear formal dress during class hours between 9.40 a.m. and 12.40 p.m. and between 2 p.m. and 4 p.m.
14. Students are not allowed to wear black-coloured clothes.
15. Students should attend Certificate Course classes on time without being absent.
16. Students should maintain silence from 8.45 a.m. to 9.30 a.m.
17. a) Students have holidays once every 45 days, so they should not ask for leave for festivals or functions during working days.
 - a) Leave will not be granted on working days and Saturdays.
 - b) Students should not extend their leave from home.
 - c) Students should not come late after the leave or holidays.
 - d) College management will not grant leave through phone calls.
18. Students can involve in useful activities like playing, exercising, book reading between 4.30 p.m. and 6.00 p.m.
19. Students are allowed to go for an outing from 7.30 a.m. to 8.00 p.m. on Sundays.
20. Students will be suspended and fined if found in possession of cell phones, net cards, iPods, or sim cards in the campus.
21. Rivers, wells, gardens, ponds, and railway tracks are prohibited areas. Students should not go near them, and Gurukulam will not be responsible for any casualty in case of violation.
22. Students will be punished if they pluck any fruits, vegetables, or other products from the trees and plants of the college or Ashram.
23. There is no Student Association/Club/Union in the Gurukula College.
24. Students should neither lend nor borrow money from fellow students. Exchange of dress is not allowed.
25. Whenever there is a violation of rules by the students, they will be suspended and a penalty will be levied.
26. Long hair, beards, and nails are not allowed.
27. Students who indulge in smoking, cheating, stealing, drinking, consuming drugs, and other forms of bad behaviour inside or outside the campus will be terminated from Gurukula College or suspended for one year.

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28. Students indulging in malpractice in the Sessional Exam or Summative Exam will be terminated from Gurukula College.
29. Gurukula properties should be handled carefully.
30. Students should not engage in any unwanted activities that affect the general sanitation and cleanliness of the college.
31. Students should keep their cloakroom and the campus clean.
32. Mess fees should be paid on or before the 20th of each month.
33. Students should maintain perfect silence from 9:30 p.m. to 4:45 a.m.
34. Students who indulge in ragging, caste and religious unrest/disorder will be terminated from Gurukula College.
35. Money collection from fellow students on any grounds should be avoided.
36. Printing of caste and party-based logos on T-shirts will not be allowed.
37. The Management will not be responsible if students leave Gurukula College without permission. If students do not come back to college on holidays, the management will not be responsible.
38. Students should follow the Bhajan Group and sing Namavali, Devotional Songs, and Hymns loudly at the prayer hall.
39. Students should be able to sing Namavali songs, Devotional Songs, and Hymns at any time.
40. Students should follow the proper dress code during the sessional and summative examinations.
41. Students should always wear an ID card during working hours at Gurukula College.
42. Students should not waste food and water at the Dining Hall.
43. Students should write study Hour Self-Evaluative Record every day.
44. Holiday activities should be written in 250 words in English in a day in the composition notebook.
45. Students should join any one game and improve their skills.
46. Laptops and cameras should be used with due prior permission from Gurukula College. Laptops should be used for educational purposes only.
47. Students should not wear/possess precious jewels, heavy cash, and they should not own vehicles in Gurukula College.
48. Students should obey teachers and be attentive in the classrooms.
49. Students should not sleep in the classroom or cloakroom during the daytime.
50. Students should always be ready for any service in and around the college.



T. V. V. V.
Principal
VIVEKANANDA COLLEGE
Tiruvedakam West-625234
Madurai District