



Institute of Mathematics and Applications

Andharua, Bhubaneswar, 751029

CODE OF CONDUCT FOR STUDENTS

1. Every student is required to attend classes regularly. If a student attends classes less than the required number i.e.75%, then he/she can be detained from appearing in the examinations.
2. A student should always wear his/her ID Card around his/her neck on the Campus. The same should be shown when identity proof is required by the Institute officials.
3. No student will be allowed to enter any office, hostel, library, auditorium, administrative & academic blocks, etc., if he/she fails to show his/her Institute Identity Card. Students will be allowed to attend cultural programmes, sports events, or other programmes of the Institute only when they are in possession of their ID cards.
4. All the students must fill in the required information correctly in the Students' Information Form. The address and contact numbers of parents should be correct so that they can be contacted in case of any emergency.
5. If a student gets accommodation allotted in his/her name in a hostel and allows some other person(s) to stay in his/her allotted room and/or to take meals, in that case the admission of both the students, i.e. the allotted and the illegal occupant, shall be cancelled from the Institute as well as from the hostel without assigning any reason.
6. Non-residents of Institute hostels will not be allowed to stay in the hostels without prior permission of the competent authority. Strict disciplinary action would be taken against the student/s who violate/s this rule.
7. Bonafide student desirous of bringing/keeping his/her vehicle in the Institute Campus would be required to submit self-attested photocopies of the Registration Certificate (RC) of his/her vehicle and the driving license to the Institute and to the Warden / Superintendent of the hostel concerned.
8. Students are not allowed to honk horn/s of their vehicles or to play loud music in their vehicles.
9. No vehicle with black film/s will be allowed entry in the Institute premises.
10. Students must observe maximum speed limit of 20 km per hour while driving their permitted vehicle on the campus.
11. All students must follow the Institute guidelines regarding Anti-Ragging. To report incident/s of any kind of ragging, the Guards on duty to be intimated immediately, who will communicate the same to the Institute Authorities.

12. All students should behave decently with female students, teachers and employees. No student should involve in any incident of eve-teasing. Anyone found indulging in such activity shall be liable to stringent disciplinary action. The Institute strictly follows its policy of zero tolerance towards eve-teasing and act/s of sexual harassment.
13. The Institute property should not be harmed in any manner. If a student is found damaging the Institute property, strict action will be taken against him/her.
14. Use of alcohol, tobacco and drugs in any form is strictly prohibited on the Institute Campus. Every student must observe these instructions on the Campus failing which strict action will be taken against him/her to the extent of expulsion from the Institute and the course.
15. Every student must follow Institute rules and regulations in maintaining discipline on the campus. If a student is found involved in any act/s of indiscipline, unlawfulness or misbehaviour then he/she will be punished as per Institute rules.
17. No student is allowed to disturb the academic atmosphere of the campus. If anyone is found disrupting classes or instigating students to disrupt classes, then such activity will be considered serious in disciplinary act and the student will be punished accordingly.
18. Institute has a mechanism to redress the grievances of its students through Students' Grievances Redressal System. student can submit his/her complaint/grievance to the Registrar, IMA in writing mentioning his/her name, class, roll number, hostel & phone number to the office of Registrar. Students are advised not to hold any rally or protest near the Institute. They should take up the issue, if any, first with the Registrar and then with the Director, IMA.
19. Students must obey instructions of the teacher-in-charge(s) while on a tour/ trip/ field training/Industrial training, etc. All safety norms, as prescribed in the UGC Safety Regulations, should be followed by students on and off the campus.
20. All the students must observe silence in the library. They must not use mobile phones in the library.
21. Any poster/hoarding found pasted/fixed/hanged at any place, other than the prescribed place, will attract severe punishment under the Defacement Act of Public Property.
22. Students are expected to keep the campus neat and clean. The use of polythene is strictly banned on the campus.

Ignorance of rules will not be accepted as an excuse. Authorities reserve the rights to add and amend any decision regarding disciplinary matters.