



**Modern Education Society's  
College of Engineering Pune - 411 001**

**Code of Conduct for Students**

1. Students must attend lectures, practicals, tutorials, etc. as per Time-Table. They should not remain absent for lectures, practical, tutorials, examinations etc. without written permission of the Principal.
2. The Identity Card is meant for identifying bonafide students and is use for permitting the students to enter college campus and to participate in various activities and programs of the College.
3. The conduct of the students in the classes and in the premises of the College shall be such as will cause no disturbance to teachers, fellow students or other classes.
4. All the students should be well dressed and follow uniform dress code as per the guideline.
5. No Society or Association shall be formed in the college and no person shall be on the College campus without the specific permission of the Principal.
6. No student is allowed to display any Notice / Circular / Poster / Banner in the College premises without the prior permission of the Principal.
7. No student is allowed to be engaged in any political activity in the College premises.
8. All meetings, cultural programs, debates, elocutions, etc. organized on the College premises must be held in presence of teaching staff members and with the prior permission of the Principal. The subjects of debates / elocution must have the prior approval of the Principal.
9. Students must take proper care of the college property.
10. Students involved in malpractices at the College/University Examinations will be expelled from the college.
11. Smoking, Chewing of Gutkha / Tobacco / Pan Masala etc. is strictly prohibited in the College premise as well as in the campus.
12. If, for any reason, the continuance of student in the College is found detrimental to the best interest of the College, the Principal may ask the student to leave the College without assigning any reasons and the decision will be final and binding on the student.
13. Playing music on Transistors, Tape-recorders, Car-stereos, Mobile Telephones or any other similar gadgets with or without earphones is strictly prohibited in the College premises.
14. Use of Mobile Telephones is strictly prohibited in the academic area of the College which includes Lecture Halls, Laboratories, Library, Open areas in the buildings and in front of the building and parking area.

15. Students must not loiter on the College premises while the classes are being conducted.
16. Students shall do nothing inside or outside the College that will interfere with the discipline of the College or tarnish the image of the College.
17. Students are not allowed to communicate any information about College matters to the Press.
18. All students will stand in attention at their places when the national Anthem is being played.



*Marwade*

Principal  
MES College of Engineering Pune



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**Code of Conduct for Teachers**

1. A teacher shall not make use of the resources and facilities of the college for personal, commercial, political or religious perspectives.
2. A teacher shall not be involved in private coaching classes directly or indirectly.
3. A teacher shall not involve in any malpractice or unfair means in teaching, examination and administration.
4. A teacher shall provide appropriate information to the best of his/her knowledge about his/her qualification, experience, age, domicile, nationality etc. with respect to his/her appointment.
5. A teacher shall perform his/her academic duties and work related to examinations as assigned by the authority.
6. A teacher shall not refuse to carry out the academic and administrative decisions taken by the management/ authorities.
7. A teacher must follow the HR policy, Travel Policy, Leave Policy, Research policy, Social media policy and instructions issued by authorities from time to time.
8. A teacher shall not be partial in assessment of a student over marks or grades.
9. A teacher shall not remain absent for duty without prior sanction of leave except in case of any emergency.
10. A teacher shall follow college timings decided by the authority.
11. All staff will stand in attention at their places when the national Anthem is being played.



*Manawade*

**Principal  
MES College of Engineering Pune**