

**SRI RAMAKRISHNA DENTAL COLLEGE & HOSPITAL
S.N.R. COLLEGE ROAD, COIMBATORE**

RULES AND REGULATIONS FOR THE STUDENTS OF SRDCH

Every member of the SRDCH family will be committed to the under mentioned principles and values. They will be the hallmark traits of a SRDCian in all endeavours and interpersonal communication.

1. LEAVE RULES

Application for leave must be submitted in advance in the prescribed format, signed by the HOD before being approved by the Principal. Any leave availed without prior permission should be justified by proper proof such as medical certificate and leave letter from parents/Guardians

2. BEHAVIOUR

- a. Students should attend the college in uniform along with their identity cards and name badges.
- b. Students are expected to be punctual to class.
- c. For any function, conference or meeting, students should get prior permission from the Principal.
- d. They are advised to be disciplined, obedient to staffs and elders and courteous to all.
- e. Writing anything on the walls, desk or any property in college premises is strictly forbidden.
- f. Students should park their vehicles in the space meant for parking.
- g. Use of mobile phones is not permitted during college hours and will be confiscated.
- h. Students should not highlight, underline, write or remove pages from the library books.
- i. Students are responsible for their belongings. The college will not be responsible for any loss of property.
- j. Smoking as well as consumption of any intoxicants is strictly prohibited inside the campus.
- k. Students should adhere strictly to the department protocol
- l. Dress code:

Girls: Should be dressed in half sleeve Chudidars with hair combed neatly. (Scarf if any to be work inside the apron).

Boys: Should be dressed in half sleeve shirts, trousers and leather shoes. They should be well groomed with short hair and clean shave.

Students should compulsorily come in respective uniforms and wear apron in the clinics.

3. ATTENDANCE AND PERFORMANCE

Being a professional college, students are expected to attend all the theory /practical classes as well as clinics. However a minimum attendance stipulated by the affiliating university in each department is mandatory for appearing in the University examinations. Students who have failed in any subject will be allowed to appear for the next university examination only after fulfilling the mandatory attendance. Similarly only those students, will be allowed to attend university exams, who have completed their quota of work.

4. INTERNAL ASSESSMENT EXAMINATIONS:

Three Internal assessment examinations are being conducted regularly for the students. It is compulsory to attend all the Three Assessments including the model exam. The absentees will be marked Zero and average of Three Internal Assessment marks will be calculated.

5. IDENTITY CARDS

Students should wear their identity cards duly signed by the Principal within the college premises. The cards will be issued to them immediately after admission to the college.

6. LIBRARY

- a. The Library will be kept open on all working days from 8.00 a.m. to 8.00 p.m.
- b. Strict silence should be maintained in and around library
- c. Students are issued a card that will fetch him/her one book.
- d. The book should be returned on / before the due date. If the student fails to return the book on time, he / she will have to pay fine Rs.10/- each day of delay.
- e. Magazines, journals, Dailies, booklets and references should not be taken out from the library.
- f. If a student happens to lose any book, he/she should pay the current price of the book and a fine decided by the principal.

7. COLLEGE PROPERTY AND EQUIPMENT

Students are expected to take proper care of the college property and to keep the premises neat and tidy. Any damage done to the property of the college by disfiguring walls, doors, fittings, breaking furniture etc., is a breach of discipline. The students found responsible will be charged for the loss or damage.

8. MEETING OF PARENTS WITH PRINCIPAL / HOD

Parents / Guardians are requested to meet the Principal / Head of the Department/Mentor periodically during the Parents Teachers Meeting to know about their ward's progress in their studies and behavior.

9. UNIVERSITY EXAMINATION

University exams start on 1st February/1st August every year for the February and the August batch respectively, of every year. If the date of commencement falls on Saturdays, Sundays or declared public holidays, the examination shall begin on the next working day.

10. FEES PAYMENT

As per the instructions of the Government, the annual fee should be drawn through a Demand Draft in favour of Sri Ramakrishna Dental College & Hospital, Coimbatore.