



# Gopinath PG College

(Affiliated to Veer Bahadur Singh Purvanchal University, Jaunpur and U.P. Rajarshi Tandon  
Open University, Prayagraj)  
(Recognised by UGC and NCTE )

---

## STUDENT HANDBOOK

---



S. Nishant  
Principal

Gopinath P.G. College  
Devali, Salamatpur-Ghazipur

*Note - This Teacher Handbook is applicable for the academic year 2025–26 and is subject to revision as per university and institutional guidelines.*

# Gopinath PG College

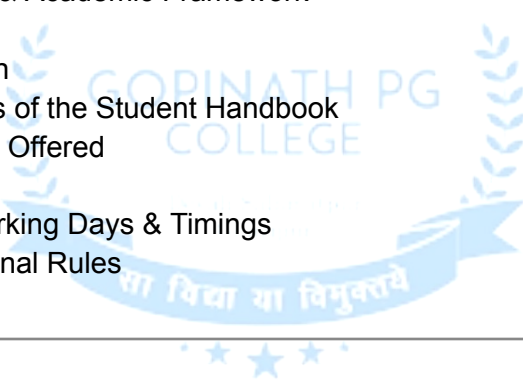
*(Affiliated to Veer Bahadur Singh Purvanchal University, Jaunpur and U.P. Rajarshi Tandon  
Open University, Prayagraj)  
(Recognised by UGC and NCTE )*

---

## INDEX

---

### 1. About the Institution & General Information

- 1.1 Introduction to the Institution
  - 1.2 Affiliation, Governance & Academic Framework
  - 1.3 Vision of the Institution
  - 1.4 Mission of the Institution
  - 1.5 Purpose and Objectives of the Student Handbook
  - 1.6 Academic Programmes Offered
  - 1.7 Medium of Instruction
  - 1.8 Academic Session, Working Days & Timings
  - 1.9 Applicability of Institutional Rules
- 
- 

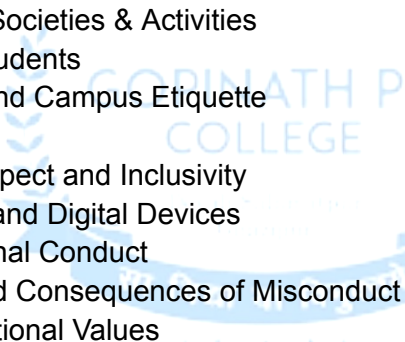
### 2. Academic Programmes & Curriculum Framework

- 2.1 Academic Structure and Programme Framework
  - 2.2 Duration of Academic Programmes
  - 2.3 Curriculum Design and Syllabus Implementation
  - 2.4 Teaching–Learning Methodologies
  - 2.5 Academic Calendar and Course Planning
  - 2.6 Internal Assessment and Evaluation System
  - 2.7 Attendance Requirements
  - 2.8 Academic Support and Learning Resources
  - 2.9 Academic Discipline and Classroom Conduct
- 

### 3. Admission Rules & Academic Regulations

- 3.1 Admission Policy and Guidelines
  - 3.2 Eligibility Criteria for Various Programmes
  - 3.3 Reservation and Relaxation Norms
  - 3.4 Admission Procedure and Documentation
  - 3.5 Fee Structure, Payment Modes & Timelines
  - 3.6 Fee Refund and Withdrawal Policy
  - 3.7 Change of Course / Subject (if applicable)
  - 3.8 Cancellation of Admission
  - 3.9 Academic Regulations and Compliance
  - 3.10 Student Responsibilities During Admission Process
- 

## **4. Student Rights, Responsibilities & Code of Conduct**

- 4.1 Rights of Students
  - 4.2 Responsibilities of Students
  - 4.3 Participation in Clubs, Societies & Activities
  - 4.4 Code of Conduct for Students
  - 4.5 Discipline, Behaviour and Campus Etiquette
  - 4.6 Prohibition of Ragging
  - 4.7 Gender Sensitivity, Respect and Inclusivity
  - 4.8 Use of Mobile Phones and Digital Devices
  - 4.9 Dress Code and Personal Conduct
  - 4.10 Disciplinary Action and Consequences of Misconduct
  - 4.11 Commitment to Institutional Values
- 
- 

## **5. Attendance, Examination & Evaluation Rules**

- 5.1 Attendance Requirements and Norms
  - 5.2 Importance of Regular Attendance
  - 5.3 Leave, Absence and Medical Considerations
  - 5.4 Examination System and Assessment Pattern
  - 5.5 Internal Assessment Components
  - 5.6 Examination Conduct and Discipline
  - 5.7 Evaluation Process and Result Declaration
  - 5.8 Re-evaluation / Rechecking Procedure
  - 5.9 Supplementary / Compartment Examinations
  - 5.10 Academic Integrity and Fair Practices
-

## 6. Student Support Services & Facilities

- 6.1 Academic Support, Mentoring & Guidance
  - 6.2 Library and Learning Resources
  - 6.3 ICT and Digital Learning Facilities
  - 6.4 Counselling and Student Guidance Services
  - 6.5 Career Guidance, Training & Placement Support
  - 6.6 Financial Assistance and Scholarship Schemes
  - 6.7 Health, Safety and Student Well-being
  - 6.8 Support for Differently-Abled Students
  - 6.9 Student Grievance Redressal Support System
  - 6.10 Hostel and Transport Facilities (where applicable)
- 

## 7. Discipline, Safety & Grievance Redressal

- 7.1 Campus Discipline and Student Behaviour
  - 7.2 Safety and Security Measures on Campus
  - 7.3 Zero Tolerance Towards Ragging
  - 7.4 Prevention of Harassment and Discrimination
  - 7.5 Internal Complaints Committee (ICC)
  - 7.6 Student Grievance Redressal Mechanism
  - 7.7 Reporting, Inquiry and Resolution Process
  - 7.8 Discipline and Monitoring Committees
  - 7.9 Student Role in Maintaining Campus Safety
  - 7.10 Commitment to Student Welfare
- 

## 8. Campus Life, Clubs & Student Engagement

- 8.1 Campus Life and Student Experience
- 8.2 Academic, Technical and Departmental Clubs
- 8.3 Cultural, Literary and Creative Activities
- 8.4 Sports, Games and Physical Fitness
- 8.5 NSS and Community Engagement Activities
- 8.6 Environmental and Social Awareness Initiatives
- 8.7 Student Leadership and Representation
- 8.8 Participation Guidelines for Activities
- 8.9 Recognition, Awards and Encouragement
- 8.10 Focus on Holistic Student Development

---

## **9. Institutional Policies & Student Declarations**

- 9.1 Academic Integrity and Honesty Policy
- 9.2 Anti-Ragging Policy
- 9.3 Gender Sensitization and Women Safety Policy
- 9.4 Student Grievance Redressal Policy
- 9.5 Internal Complaints Committee (ICC)
- 9.6 Code of Ethics and Responsible Conduct
- 9.7 Responsible Use of Digital Platforms & Social Media
- 9.8 Green Campus and Environmental Responsibility
- 9.9 Policy Review and Amendments
- 9.10 Student Declaration and Undertaking

---

## **10. Important Committees & Contact Information**

- 10.1 Student Support and Welfare Committees
  - 10.2 Student Activities, Clubs and Outreach Committees
  - 10.3 How Students Can Approach Committees
  - 10.4 Key Contact Information
  - 10.5 Communication Channels and Information Updates
  - 10.6 Student Acknowledgement of the Handbook
-

# Gopinath PG College

*(Affiliated to Veer Bahadur Singh Purvanchal University, Jaunpur and U.P. Rajarshi Tandon  
Open University, Prayagraj)  
(Recognised by UGC and NCTE )*

---

## ABOUT THE INSTITUTION & GENERAL INFORMATION

---

### 1.1 Institutional Overview

**Gopinath PG College, Salamatpur, Uttar Pradesh** is committed to providing quality higher education aimed at developing academically competent, ethically grounded, and socially responsible graduates. The College emphasizes academic discipline, subject depth, practical exposure, and value-based education to prepare students capable of responding effectively to contemporary academic, professional, and societal challenges.

The institution offers a structured academic environment that supports intellectual growth, professional competence, and holistic student development. Teaching–learning processes are facilitated through classroom instruction, practical work, project activities, field exposure, internships (where applicable), and continuous academic guidance.

This **Student Handbook** has been prepared to familiarize students with institutional expectations, academic regulations, student responsibilities, support services, and campus facilities. It serves as an essential reference document to ensure clarity, consistency, transparency, and responsible academic conduct.

All students are advised to carefully read this handbook and adhere to its provisions throughout their period of study to maintain academic order, discipline, and institutional harmony.

---

### 1.2 Affiliation, Governance and Academic Framework

**Gopinath PG College, Salamatpur, Uttar Pradesh** is affiliated with two recognized universities of the state and functions strictly within their prescribed academic and regulatory frameworks. The College is affiliated with:

- **Veer Bahadur Singh Purvanchal University, Jaunpur**

- **U.P. Rajarshi Tandon Open University, Prayagraj (Allahabad)**

The institution operates in accordance with the statutes, ordinances, academic regulations, curriculum structures, assessment systems, and examination guidelines issued by the affiliating universities from time to time.

All undergraduate and postgraduate programmes are implemented as per the approved syllabus, programme structure, academic calendar, evaluation framework, and examination procedures prescribed by the respective universities. Academic delivery includes classroom teaching, continuous internal assessment, practical work, project activities, internships or fieldwork (where applicable), and systematic academic monitoring.

Students are required to comply with all academic rules, attendance requirements, evaluation norms, and institutional regulations prescribed by the universities and the College for successful academic progression.

---

### **1.3 Vision of the Institution**

To emerge as a centre of excellence in higher education by nurturing academically proficient, value-oriented, and socially responsible graduates who contribute meaningfully to society and the knowledge ecosystem.

---

### **1.4 Mission of the Institution**

**Gopinath PG College, Salamatpur, Uttar Pradesh** aims to:

- Provide quality higher education through effective teaching–learning practices
  - Foster a disciplined, inclusive, and learner-centric academic environment
  - Inculcate ethical values, responsibility, and commitment among students
  - Promote academic inquiry, innovation, and continuous learning
  - Prepare students to meet professional challenges and contribute positively to society
- 

### **1.5 Purpose and Objectives of the Student Handbook**

This **Student Handbook** functions as an authoritative guide for students enrolled at **Gopinath PG College**.

The objectives of the handbook are to:

- Explain the structure, rules, and academic requirements of undergraduate and postgraduate programmes
- Clarify student roles, responsibilities, and expected standards of conduct
- Outline regulations related to attendance, assessment, discipline, safety, and behaviour
- Provide information on student support services, facilities, and institutional resources
- Promote a respectful, ethical, and cooperative campus culture
- Ensure transparency, consistency, and fairness in institutional processes affecting students

All students are expected to follow the guidelines contained in this handbook during their entire academic tenure.

---

### 1.6 Academic Programmes Offered

**Gopinath PG College** offers undergraduate and postgraduate programmes as approved by its affiliating universities. These programmes are designed to develop subject knowledge, analytical ability, practical skills, and professional competence relevant to higher education and career pathways.

Each programme follows the prescribed syllabus, credit structure, practical components, project or internship requirements, and evaluation framework notified by the respective universities. Detailed information regarding programme duration, eligibility, course structure, and assessment patterns is provided through official notifications, prospectus, and the institutional website.

Students are advised to regularly refer to official communications for updated academic information.

---

### 1.7 Medium of Instruction

The primary medium of instruction at **Gopinath PG College, Salamatpur, Uttar Pradesh** is **English**, in accordance with the academic framework of the affiliating universities.

To support effective understanding and inclusive learning, **Hindi may be used where necessary**, particularly during classroom discussions, concept clarification, and academic guidance. This approach ensures comprehension while maintaining academic rigor.

Students are encouraged to develop professional proficiency in English for examinations, presentations, projects, academic writing, and career readiness.

---

### **1.8 Academic Session, Working Days and Timings**

The academic session of **Gopinath PG College** is conducted as per the academic calendars issued by the affiliating universities and formally adopted by the institution.

- The academic calendar specifies semester schedules, working days, holidays, and examination periods
  - Classes, practicals, project work, and internship activities (where applicable) are conducted as per the approved timetable
  - College working hours, class timings, and break schedules are notified at the beginning of each academic session
  - Students are required to strictly observe prescribed timings and attendance norms
  - Any change in schedule is communicated through official institutional notices
- 

### **1.9 Applicability of Institutional Rules**

All students admitted to **Gopinath PG College, Salamatpur, Uttar Pradesh** are governed by the rules, regulations, and guidelines outlined in this Student Handbook, along with those prescribed by the affiliating universities.

These rules apply to:

- Academic activities, practicals, projects, and internships
- Internal assessment, examinations, and evaluation processes

- Student conduct within classrooms, laboratories, library, and campus premises
- Participation in institutional programmes, seminars, sports, and co-curricular activities
- Use of campus infrastructure, facilities, and learning resources

Violation of institutional or university regulations may result in disciplinary action as per established procedures. Students are expected to conduct themselves responsibly and uphold the dignity, discipline, and academic ethos of the institution at all times.

---



# Gopinath PG College

*(Affiliated to Veer Bahadur Singh Purvanchal University, Jaunpur and U.P. Rajarshi Tandon  
Open University, Prayagraj)  
(Recognised by UGC and NCTE )*

---

## ACADEMIC PROGRAMMES & CURRICULUM FRAMEWORK

---

### 2.1 Programme Structure and Academic Design

The academic programmes at **Gopinath PG College, Salamatpur, Uttar Pradesh** are structured in accordance with the curriculum frameworks, programme regulations, academic ordinances, and guidelines prescribed by its affiliating universities, namely:

- **Veer Bahadur Singh Purvanchal University, Jaunpur**
- **U.P. Rajarshi Tandon Open University, Prayagraj (Allahabad)**

All undergraduate and postgraduate programmes are implemented through the semester-based system, wherever applicable, integrating theoretical knowledge, practical components, project work, field exposure, and skill-based learning as prescribed by the respective universities.

The programme structure is designed to ensure a balanced development of academic understanding, analytical ability, practical skills, and professional competence.

The academic framework focuses on:

- Progressive development of subject knowledge and academic competencies across semesters
- Integration of theory with practical application, projects, and experiential learning
- Continuous evaluation of academic progress and skill development
- Achievement of defined programme outcomes and course learning outcomes

Students are required to adhere to the prescribed programme structure and successfully complete all academic requirements to qualify for the award of the respective degree.

---

## 2.2 Duration of Academic Programmes

The duration of undergraduate and postgraduate programmes offered at **Gopinath PG College** is strictly governed by the regulations and ordinances of the affiliating universities.

- Each programme is conducted for a fixed duration, divided into prescribed semesters or academic years
- Completion of theory courses, practical components, projects, internships, or fieldwork within the stipulated duration is mandatory
- Degrees are awarded only upon successful fulfilment of all academic, assessment, and evaluation requirements
- Provisions related to reappearance, extension of duration, re-admission, or additional academic obligations are applicable strictly as per university rules and institutional procedures

---

## 2.3 Curriculum Planning and Syllabus Implementation

The curriculum and syllabus for all academic programmes are prescribed by the affiliating universities. **Gopinath PG College** ensures systematic and effective implementation of the approved syllabus through structured academic planning and continuous monitoring.

Curriculum implementation includes:

- Preparation of course-wise teaching plans and academic schedules by departments
- Timely and systematic completion of syllabus as per the academic calendar
- Integration of practical work, project activities, field exposure, and skill-based learning
- Periodic academic review at departmental and institutional levels

Faculty members strictly follow the university-approved syllabus, and students are expected to actively participate in both theoretical instruction and practical learning components.

---

## 2.4 Teaching–Learning Methodologies

The College adopts learner-centred, interactive, and outcome-oriented teaching–learning approaches suited to undergraduate and postgraduate education.

Teaching–learning strategies include:

- Interactive classroom instruction with discussions and analytical dialogue
- Tutorials, assignments, presentations, and seminars
- Practical sessions, laboratory work, and skill-based training
- Project work, case studies, field visits, and experiential learning
- Use of ICT tools, digital platforms, and audio-visual teaching aids
- Continuous academic engagement through assessments and feedback

The primary medium of instruction is **English**. **Hindi may be used where necessary** to ensure clarity and inclusive understanding. Active student participation is encouraged in all academic activities.

---

## 2.5 Academic Calendar and Course Scheduling

The College follows the academic calendars issued by the affiliating universities, which are formally adopted at the institutional level.

The academic calendar specifies:

- Commencement and completion of semesters or academic sessions
- Teaching schedules, practical periods, project work, and internships (where applicable)
- Timelines for internal assessment and evaluation
- University examinations and academic breaks

Based on the academic calendar, departments prepare course plans and teaching schedules to ensure organized and timely academic delivery. Students are required to strictly comply with all academic timelines.

---

## **2.6 Continuous Internal Assessment and Evaluation**

**Gopinath PG College** follows a continuous internal assessment system as prescribed by the affiliating universities.

Internal assessment components may include:

- Written tests, assignments, and class activities
- Practical records, laboratory work, and skill assessments
- Seminars, presentations, and group discussions
- Project work, field reports, and portfolios
- Any other assessment components prescribed by the university

Internal assessment forms an essential part of the overall evaluation process. Students must complete all assessment components sincerely and within the stipulated deadlines.

---

## **2.7 Attendance Requirements**

Regular attendance is essential for effective learning and academic progression.

Attendance norms include:

- Mandatory attendance in theory classes, practical sessions, and project or field-based activities
- Fulfilment of minimum attendance requirements as prescribed by the affiliating universities
- Continuous monitoring of attendance by the institution

- Ineligibility to appear in examinations in case of shortage of attendance, as per university rules

Students are strongly advised to maintain regular attendance to ensure academic continuity and successful completion of their programmes.

---

## 2.8 Academic Support and Learning Resources

The College provides structured academic support systems and learning resources to enhance student learning and academic development.

Support facilities include:

- Library resources comprising textbooks, reference books, journals, and digital learning materials
- ICT-enabled classrooms and access to digital academic tools
- Faculty mentoring, academic counselling, and guidance mechanisms
- Remedial teaching, tutorials, and doubt-clearing sessions
- Access to academic notices, study materials, and updates through official institutional channels

Students are encouraged to utilize these resources effectively for academic growth and skill development.

---

## 2.9 Academic Discipline and Professional Conduct

Students of **Gopinath PG College, Salamatpur, Uttar Pradesh** are expected to maintain discipline and responsible behaviour in all academic and institutional settings.

Expected conduct includes:

- Regularity, punctuality, and active participation in academic activities
- Respectful interaction with faculty members, peers, administrative staff, and visitors

- Compliance with institutional instructions and academic regulations
- Honesty, originality, and ethical behaviour in academic work
- Responsible conduct during practical sessions, project work, internships, and field activities

Adherence to academic discipline and ethical conduct is essential for creating a positive learning environment and upholding the academic values of the institution.

---



# Gopinath PG College

(Affiliated to Veer Bahadur Singh Purvanchal University, Jaunpur and U.P. Rajarshi Tandon  
Open University, Prayagraj)  
(Recognised by UGC and NCTE )

---

## ADMISSION RULES & ACADEMIC REGULATIONS

---

### 3.1 Admission Policy and Institutional Norms

Admissions to **Gopinath PG College, Salamatpur, Uttar Pradesh** are conducted strictly in accordance with the admission policies, procedures, eligibility conditions, and schedules prescribed by the affiliating universities, namely:

- **Veer Bahadur Singh Purvanchal University, Jaunpur**
- **U.P. Rajarshi Tandon Open University, Prayagraj (Allahabad)**

and in compliance with applicable statutory and regulatory guidelines.

The admission process is designed to ensure **fairness, transparency, and merit-based selection**. Applicants are required to carefully examine eligibility conditions and submit accurate, complete, and authentic information during the admission process.

All admissions are **provisional** and subject to verification of original documents and confirmation by the affiliating university. Students are required to comply with all admission-related instructions issued by the College and the affiliating universities from time to time.

---

### 3.2 Eligibility Criteria for Academic Programmes

Eligibility for admission to undergraduate and postgraduate programmes at **Gopinath PG College** is governed by the norms, ordinances, and regulations laid down by the respective affiliating universities.

Applicants must:

- Possess the minimum academic qualifications prescribed for the concerned programme
- Fulfil programme-wise and subject-specific eligibility requirements, wherever applicable
- Satisfy any additional conditions notified by the affiliating universities or competent authorities

Programme-wise eligibility details are published through the prospectus, admission notifications, and the official College website. Applicants are solely responsible for ensuring their eligibility before applying for admission.

---

### **3.3 Reservation and Relaxation Provisions**

**Gopinath PG College** implements reservation and relaxation provisions strictly as per the policies of the Government, affiliating universities, and other competent authorities.

These provisions may include:

- Reservation of seats for eligible categories as per prevailing norms
- Relaxation in qualifying marks or eligibility criteria, where permitted
- Mandatory submission of valid and authentic category or relaxation certificates

Candidates seeking reservation or relaxation benefits must submit certificates issued by competent authorities. Admission under reserved categories is subject to verification and approval as per applicable regulations.

---

### **3.4 Admission Procedure and Required Documentation**

The admission process at **Gopinath PG College** is carried out in accordance with university instructions and institutional procedures.

The admission process generally includes:

- Submission of a duly completed application form with correct and complete information
- Verification of academic qualifications and eligibility criteria

- Submission of original documents along with self-attested copies for institutional records
- Payment of prescribed fees within the notified time schedule
- Confirmation of admission upon completion of all required formalities

Admission remains provisional until all documents are verified and approved by the competent authority. Students are advised to regularly visit the official College website for updated admission notices, schedules, and instructions.

---

### **3.5 Fee Structure, Payment Mode, and Timelines**

The fee structure for academic programmes at **Gopinath PG College** is determined in accordance with the norms of the affiliating universities and institutional policies.

- Programme-wise fee details and payment schedules are communicated at the time of admission
- Fees must be paid within the stipulated timeline through approved modes of payment
- Students are responsible for timely payment to avoid academic or administrative complications
- Any revision in fee-related information is notified through official institutional communication

Non-payment or delayed payment of fees may result in cancellation of admission or other academic consequences as per rules.

---

### **3.6 Withdrawal of Admission and Fee Refund**

Withdrawal of admission and refund of fees at **Gopinath PG College** are governed by the guidelines issued by the affiliating universities and other relevant authorities.

- Requests for withdrawal must be submitted in the prescribed format within the notified period
- Fee refund, wherever applicable, is processed as per approved norms and timelines

- Deductions, if any, are made strictly in accordance with prevailing regulations
- No refund is admissible after the expiry of the permissible withdrawal period, except as provided under rules

Students are advised to carefully review the refund policy and stay updated through official notices.

---

### 3.7 Change of Programme or Subject

Requests for change of programme or subject, wherever applicable, are considered strictly as per the regulations of the affiliating universities and institutional rules.

- Applications must be submitted within the prescribed time frame
- Approval depends on eligibility, availability of seats, and university consent
- A formal written application with supporting documents is mandatory
- Until official approval is granted, students must continue in the originally allotted programme

Students should refer to official notifications for updated guidelines regarding such changes.

---

### 3.8 Cancellation of Admission

Admission to **Gopinath PG College** may be cancelled under circumstances specified by institutional and university regulations.

Admission is liable to cancellation if:

- Required documents are not submitted within the stipulated period
- Eligibility conditions are not fulfilled or incorrect / false information is provided
- Prescribed fees are not paid within the specified deadline
- Institutional rules or admission regulations are violated

Any cancellation is communicated through official institutional channels. Fee refund, if applicable, is processed as per the approved refund policy.

---

### **3.9 Academic Regulations and Compliance**

Students admitted to **Gopinath PG College** are required to strictly comply with the academic regulations prescribed by the affiliating universities along with institutional rules.

Academic compliance includes:

- Following the approved curriculum and academic calendar
- Observing attendance norms, assessment procedures, and examination rules
- Completing all academic, practical, project, or internship requirements for progression and award of degree
- Adhering to instructions related to academic conduct and evaluation

Non-compliance with academic regulations may invite penalties or disciplinary action as per applicable rules.

---

### **3.10 Responsibilities of Students During Admission**

Applicants and admitted students are expected to act responsibly and ethically throughout the admission process.

Student responsibilities include:

- Providing accurate and truthful information in application forms
- Submitting genuine and verifiable documents
- Following admission instructions, deadlines, and procedures
- Ensuring timely payment of prescribed fees
- Regularly checking official notices and the College website for updates

Failure to fulfil these responsibilities may result in delay, rejection, or cancellation of admission.

---

# Gopinath PG College

*(Affiliated to Veer Bahadur Singh Purvanchal University, Jaunpur and U.P. Rajarshi Tandon  
Open University, Prayagraj)  
(Recognised by UGC and NCTE )*

---

## STUDENT RIGHTS, RESPONSIBILITIES, CLUB PARTICIPATION & CODE OF CONDUCT

---

### 4.1 Rights of Students

**Gopinath PG College, Salamatpur, Uttar Pradesh** is committed to providing a respectful, transparent, and learner-friendly academic environment that supports the academic, professional, and personal development of students. The College ensures that all students are treated with fairness, dignity, and equity in academic and administrative matters.

Students of the College have the right to:

- Receive structured academic instruction, guidance, and academic support as per the curricula approved by the affiliating universities
- Be evaluated through fair, objective, and transparent internal and external assessment processes
- Learn in a safe, secure, inclusive, and disciplined campus environment
- Access institutional facilities such as the library, ICT resources, classrooms, laboratories, sports facilities, and student support services
- Participate in academic, cultural, sports, extension, and co-curricular activities organized by the College
- Submit grievances, suggestions, or concerns through designated institutional mechanisms

These rights shall be exercised responsibly and in accordance with institutional rules and university regulations.

---

## 4.2 Responsibilities and Obligations of Students

Along with their rights, students are expected to uphold discipline, responsibility, and ethical conduct consistent with the values of higher education.

Students are expected to:

- Follow institutional rules, academic regulations, and guidelines prescribed by **Veer Bahadur Singh Purvanchal University, Jaunpur** and **U.P. Rajarshi Tandon Open University, Prayagraj (Allahabad)**
- Maintain regular attendance and active participation in lectures, practicals, tutorials, projects, internships (if applicable), and academic activities
- Show respectful behaviour towards faculty members, staff, fellow students, and visitors
- Complete assignments, projects, internal assessments, and examinations honestly and within prescribed timelines
- Use institutional infrastructure, learning resources, and facilities responsibly
- Respect diversity, inclusivity, and the dignity of all individuals

Responsible conduct contributes to academic excellence and holistic student development.

---

## 4.3 Participation in Student Clubs, Societies, and Activities

The College encourages active student participation in co-curricular and extension activities to promote holistic development beyond academics.

Students may participate in:

- Academic, cultural, literary, sports, environmental, social service, and innovation-oriented clubs
- Seminars, workshops, awareness programmes, competitions, and community outreach activities
- Leadership, teamwork, communication, and personality development initiatives

- Representation of the College in inter-college or university-level activities, subject to eligibility and approval

Students are expected to balance participation in activities with academic responsibilities and adhere to guidelines issued for each activity.

---

#### **4.4 Code of Conduct for Students**

Students of **Gopinath PG College** are expected to maintain discipline, integrity, and responsible conduct in all academic, institutional, and off-campus activities related to the College.

The Code of Conduct requires students to:

- Maintain disciplined and responsible behaviour on campus and during academic or extension activities
- Show courtesy and respect towards faculty members, staff, fellow students, and visitors
- Comply with academic rules, examination instructions, and official institutional directions
- Refrain from any act of indiscipline, misconduct, or behaviour that disrupts academic functioning
- Protect the dignity, reputation, and values of the College

Violation of the Code of Conduct may invite disciplinary action as per institutional procedures.

---

#### **4.5 Discipline, Behaviour, and Campus Etiquette**

Maintaining discipline and appropriate campus behaviour is essential for a positive learning environment.

Students are expected to:

- Be punctual and disciplined in classes, practical sessions, examinations, and institutional programmes
- Interact politely and respectfully in academic and social spaces

- Avoid aggressive, offensive, or disruptive behaviour
- Maintain cleanliness and order in classrooms, laboratories, library, and common areas
- Follow instructions issued by faculty members and institutional authorities

Proper campus etiquette promotes harmony, safety, and mutual respect.

---

#### **4.6 Anti-Ragging Policy (Zero Tolerance)**

**Gopinath PG College** follows a strict **zero-tolerance policy towards ragging**, in accordance with applicable laws, university regulations, and institutional rules.

Ragging includes any act that:

- Causes physical, emotional, or psychological harm
- Involves harassment, humiliation, intimidation, or coercion
- Creates fear or insecurity, particularly among newly admitted students

Any student found involved in ragging shall face strict disciplinary action, which may include suspension or cancellation of admission. Students are encouraged to report incidents through designated institutional channels without fear of retaliation.

---

#### **4.7 Gender Sensitivity, Respect, and Inclusivity**

The College is committed to fostering a campus environment based on equality, dignity, and mutual respect.

The institution ensures that:

- All students are treated fairly and respectfully
- Discrimination, harassment, or insensitive behaviour is strictly prohibited
- Awareness regarding gender sensitivity, ethics, and responsible conduct is promoted

- A safe and inclusive learning environment is maintained for all

Students are expected to uphold these values in classrooms, campus spaces, and institutional activities.

---

#### **4.8 Use of Mobile Phones and Digital Devices**

To maintain academic focus and discipline, the use of digital devices on campus is regulated.

Guidelines include:

- Keeping mobile phones on silent mode during classes and academic sessions
- Avoiding the use of mobile phones during lectures, examinations, and practicals without permission
- Using digital devices strictly for academic purposes when permitted
- Prohibition of unauthorized recording, sharing, or misuse of digital content

Responsible use of technology supports a focused and respectful academic environment.

---

#### **4.9 Dress Code and Personal Conduct**

Students are expected to maintain appropriate attire and dignified personal conduct consistent with the academic ethos of a degree-granting institution.

Students should:

- Wear neat, modest, and appropriate clothing
- Avoid attire that may disturb academic decorum
- Maintain personal hygiene and a presentable appearance
- Display responsible behaviour on campus and during academic or extension activities

Professional appearance reflects discipline, respect, and institutional values.

---

#### **4.10 Disciplinary Action and Consequences of Misconduct**

The College follows a structured and fair disciplinary mechanism to address student misconduct.

Acts of misconduct may include:

- Violation of institutional or university rules
- Indiscipline or inappropriate behaviour
- Use of unfair means in examinations or assessments
- Damage to institutional property or misuse of facilities

Depending on the nature and seriousness of the offence, disciplinary measures may include:

- Verbal or written warning
- Monetary penalty
- Suspension from classes or activities
- Cancellation of admission in severe cases

All disciplinary actions are taken following due process and institutional norms.

---

#### **4.11 Commitment to Institutional and Academic Values**

Students of **Gopinath PG College, Salamatpur** are expected to uphold the core values of the institution and higher education.

This commitment includes:

- Demonstrating honesty, integrity, and accountability
- Respecting diversity and promoting inclusive practices
- Encouraging ethical behaviour, cooperation, and mutual respect
- Contributing positively to the academic environment
- Acting as responsible representatives of the College

By upholding these values, students contribute to a disciplined, value-based, and academically enriching campus culture.

---

# Gopinath PG College

*(Affiliated to Veer Bahadur Singh Purvanchal University, Jaunpur and U.P. Rajarshi Tandon  
Open University, Prayagraj)  
(Recognised by UGC and NCTE )*

---

## ATTENDANCE, EXAMINATION & EVALUATION RULES

---

### 5.1 Attendance Norms

At **Gopinath PG College, Salamatpur, Uttar Pradesh**, regular attendance is treated as an essential academic responsibility and a key indicator of student seriousness and discipline. Consistent participation in teaching–learning activities is mandatory for academic continuity and eligibility for examinations.

Attendance requirements include:

- Compulsory attendance in theory classes, practicals, tutorials, project work, internships (where applicable), and other scheduled academic activities
- Fulfilment of the **minimum attendance percentage prescribed by the affiliating universities**, namely  
**Veer Bahadur Singh Purvanchal University, Jaunpur** and  
**U.P. Rajarshi Tandon Open University, Prayagraj (Allahabad)**
- Continuous monitoring and systematic recording of attendance by the College
- Ineligibility to appear in university examinations in case of shortage of attendance, as per university regulations

Students are advised to maintain regular attendance to ensure smooth academic progression and examination eligibility.

---

### 5.2 Importance of Regular Attendance

Regular attendance plays a crucial role in academic achievement and overall student development.

Consistent attendance enables students to:

- Gain better conceptual clarity through continuous classroom interaction
- Participate effectively in discussions, practical sessions, presentations, and project work
- Perform better in internal assessments and university examinations
- Develop professional qualities such as punctuality, discipline, and responsibility
- Fulfil eligibility requirements for examinations, projects, and internships (where applicable)

Students are strongly encouraged to attend all academic engagements without interruption.

---

### **5.3 Absence, Leave, and Medical Considerations**

While attendance is mandatory, absence may be considered only under genuine and exceptional circumstances, subject to institutional and university provisions.

Relevant guidelines include:

- Prior intimation to the concerned faculty member or department in cases of planned absence
- Submission of valid medical certificates or supporting documents in case of illness, if required
- Repeated or prolonged absence without sufficient justification may affect attendance eligibility and academic progress
- Medical grounds do not automatically result in attendance relaxation unless specifically permitted under university rules

Students are expected to manage absences responsibly and ensure continuity in academic work.

---

### **5.4 Examination System and Assessment Structure**

**Gopinath PG College** follows the examination and evaluation system prescribed by its affiliating universities.

The assessment framework generally includes:

- **Continuous internal assessment** conducted during the academic session
- **End-semester or annual university examinations** conducted as per the official university schedule
- Evaluation of theory papers, practical work, projects, assignments, and internships (where applicable)

Students must appear in examinations strictly as per the notified timetable and comply with all instructions issued by the College and the University.

---

### **5.5 Internal Assessment Components**

Internal assessment is an integral part of the overall evaluation system and is conducted strictly in accordance with university guidelines.

Internal assessment may include:

- Written tests, assignments, and academic tasks
- Practical records, laboratory work, and fieldwork (where applicable)
- Seminars, presentations, group discussions, and classroom participation
- Project work, portfolios, internships, and prescribed academic activities

Students must participate sincerely in all internal assessment activities and adhere strictly to submission timelines, as internal assessment marks contribute to the final result.

---

### **5.6 Examination Conduct and Discipline**

Students are required to maintain discipline, honesty, and ethical behaviour during examinations and assessments.

Examination conduct includes:

- Reporting to the examination venue well before the scheduled time
- Carrying required identity documents or examination materials, if applicable
- Following instructions issued by invigilators, the College, and the University
- Strict avoidance of unfair means, copying, impersonation, or misconduct
- Maintaining silence and decorum in and around the examination hall
- Submitting answer scripts and examination materials as instructed

Violation of examination rules may lead to disciplinary action as per institutional and university norms.

---

### **5.7 Evaluation Process and Result Declaration**

Evaluation of student performance is carried out in accordance with the procedures prescribed by the affiliating universities.

The evaluation process includes:

- Standardized assessment of theory papers, practical work, and project components
- Compilation of internal assessment and university examination marks as per approved schemes
- Declaration of results by the respective universities through official channels

Students are advised to regularly check official university portals, notices, and institutional communications for result updates.

---

### **5.8 Rechecking and Re-evaluation**

Students may apply for rechecking or re-evaluation of answer scripts in accordance with the rules and regulations of the affiliating universities.

Key provisions include:

- Submission of applications within the prescribed time limit
- Compliance with notified procedures, formats, and applicable fees
- Communication of revised results through official university notifications

The decision of the University after rechecking or re-evaluation shall be final and binding.

---

### **5.9 Supplementary / Compartment Examinations**

Students who do not clear one or more subjects may be permitted to appear in supplementary or compartment examinations, as per university regulations.

Guidelines include:

- Eligibility strictly governed by the rules of the affiliating universities
- Opportunity to clear pending subjects within the permissible academic framework
- Timely submission of applications as notified by the University
- Declaration of results through official university platforms

Students are advised to stay informed through official university and College notifications regarding such examinations.

---

### **5.10 Academic Integrity and Ethical Responsibility**

**Gopinath PG College** expects all students to uphold the highest standards of academic honesty and ethical conduct.

Academic integrity includes:

- Submission of original and authentic work in assignments, projects, and examinations
- Strict avoidance of plagiarism, copying, impersonation, or unfair practices
- Honest compliance with academic and examination rules
- Respect for intellectual property and proper acknowledgment of sources
- Transparency and sincerity in all academic, practical, and internship-related activities

Any violation of academic integrity may invite disciplinary action in accordance with institutional rules and university regulations.

---

# Gopinath PG College

*(Affiliated to Veer Bahadur Singh Purvanchal University, Jaunpur and U.P. Rajarshi Tandon  
Open University, Prayagraj)  
(Recognised by UGC and NCTE )*

---

## STUDENT SUPPORT SERVICES & FACILITIES

---

### 6.1 Academic Support, Mentoring, and Faculty Guidance

**Gopinath PG College, Salamatpur, Uttar Pradesh** places strong emphasis on academic guidance and continuous faculty support to enable students to achieve academic competence, conceptual clarity, and professional readiness.

Academic support systems include:

- Subject-specific academic guidance provided by faculty members to clarify concepts and address learning difficulties
- Structured mentoring by faculty mentors to support academic planning, progress monitoring, and overall student development
- Remedial and supplementary academic support for students requiring additional assistance
- A student-friendly academic environment that encourages open interaction, consultation, and academic discussion

Students are encouraged to actively seek mentoring support and utilize faculty guidance for continuous academic improvement.

---

### 6.2 Library and Learning Resources

The College Library functions as a central academic resource supporting teaching–learning, research orientation, and overall academic enrichment.

Library facilities include:

- Availability of prescribed textbooks, reference books, journals, newspapers, and academic materials
- Access to learning resources and reference materials, including digital resources wherever available
- Adequate reading and study space for individual and group learning
- Guidance and assistance from library staff for effective utilization of library resources

Students are expected to follow library rules and use resources responsibly and strictly for academic purposes.

---

### **6.3 ICT Facilities and Digital Learning Support**

To enhance academic delivery and learning experiences, the College provides ICT infrastructure and basic digital learning support.

Facilities include:

- Access to computer systems and internet connectivity, as per institutional availability
- Use of digital platforms for academic communication, dissemination of study materials, and official notices
- Support for presentations, online academic activities, and technology-enabled learning, wherever required

Students must use ICT facilities responsibly and in accordance with institutional guidelines.

---

### **6.4 Counselling and Student Guidance Services**

The College provides guidance and counselling support to promote students' academic stability, emotional well-being, and personal development.

Support services include:

- Academic counselling to assist students in managing coursework, assessments, and academic challenges
- Personal guidance to help students address stress, adjustment issues, or emotional concerns
- Career-related guidance to support academic progression and future planning
- Referral to appropriate support services when necessary

Students are encouraged to seek counselling support in a confidential and responsible manner whenever required.

---

### **6.5 Career Guidance, Training, and Professional Skill Development**

**Gopinath PG College** facilitates career guidance and skill development initiatives to prepare students for employment, higher education, and competitive opportunities.

Support initiatives include:

- Career guidance sessions related to employment opportunities, higher studies, and professional pathways
- Skill development programmes focusing on communication skills, personality development, and workplace readiness
- Guidance related to internships, project work, and professional expectations, wherever applicable
- Dissemination of information related to job opportunities, examinations, and career advancement

Students are encouraged to actively participate in career-oriented and skill development activities.

---

### **6.6 Financial Assistance and Scholarship Support**

The College assists eligible students in accessing scholarships and financial assistance offered by government agencies, universities, and other authorized bodies.

Support mechanisms include:

- Circulation of information regarding available scholarship and financial aid schemes
- Guidance on application procedures and documentation, wherever applicable
- Communication of updates related to fee concessions or financial support through official notices

Students are advised to regularly check institutional notice boards, official communications, and relevant online portals for updated information.

---

### **6.7 Health, Safety, and Student Well-being**

The College is committed to maintaining a safe, disciplined, and supportive campus environment that promotes student well-being.

Institutional measures include:

- Maintenance of a secure and orderly campus atmosphere
- Promotion of awareness related to health, hygiene, safety, and personal well-being
- Institutional support during health-related situations, subject to available provisions
- Encouragement of responsible behaviour to ensure personal and collective safety

Students are expected to cooperate with institutional efforts aimed at promoting health and safety on campus.

---

### **6.8 Support for Students with Special Needs**

**Gopinath PG College** strives to ensure inclusivity and equal opportunity for students with special needs.

Support provisions include:

- Non-discriminatory participation in academic, co-curricular, and institutional activities
- Reasonable academic assistance and support wherever feasible

- Promotion of awareness, sensitivity, and inclusive practices within the campus community
- Guidance regarding available support schemes and facilities for eligible students

Students requiring specific assistance are encouraged to approach College authorities for appropriate support.

---

### **6.9 Student Grievance Redressal Mechanism**

The College has a structured student grievance redressal mechanism to address concerns in a fair, transparent, and time-bound manner.

The grievance system aims to:

- Provide a formal platform for students to raise academic, administrative, or personal concerns
- Ensure impartial, confidential, and timely resolution of grievances
- Strengthen transparency, trust, and accountability in institutional processes
- Promote a positive, respectful, and harmonious campus environment

Students are encouraged to use the grievance redressal mechanism responsibly for genuine concerns.

---

### **6.10 Hostel and Transport Facilities (Subject to Availability)**

Hostel and transport facilities may be provided to students subject to availability and institutional norms.

- Hostel facilities, where available, operate under clearly defined rules related to safety, discipline, and conduct
  - Transport services, if provided, function on designated routes and schedules notified by the College
  - Students availing hostel or transport facilities must strictly adhere to prescribed rules and guidelines
  - Details regarding availability, eligibility, and applicable charges are communicated through official notices or the College website
-

# Gopinath PG College

*(Affiliated to Veer Bahadur Singh Purvanchal University, Jaunpur and U.P. Rajarshi Tandon  
Open University, Prayagraj)  
(Recognised by UGC and NCTE )*

---

## DISCIPLINE, SAFETY & GRIEVANCE REDRESSAL

---

### 7.1 Student Discipline and Responsible Behaviour

**Gopinath PG College, Salamatpur, Uttar Pradesh** expects all students to exhibit self-discipline, ethical conduct, and responsible behaviour consistent with the values of higher education and institutional decorum.

Student discipline includes:

- Strict adherence to institutional rules, academic regulations, and official instructions
- Courteous, respectful, and responsible behaviour towards faculty members, non-teaching staff, fellow students, visitors, and external stakeholders
- Avoidance of disruptive, unethical, or inappropriate conduct within the campus and during off-campus academic or institutional activities
- Responsible conduct during classes, examinations, practicals, projects, institutional programmes, and while using campus facilities
- Active contribution towards maintaining a peaceful, safe, and academically focused campus environment

Disciplined behaviour is essential for institutional harmony, academic effectiveness, and personal development.

---

### 7.2 Campus Safety and Security Measures

The College is committed to providing a safe, secure, and orderly campus environment that supports learning, personal growth, and student well-being.

Safety and security provisions include:

- Implementation of institutional safety guidelines and standard operating procedures
- Monitoring and supervision of campus premises to ensure student safety
- Regulation of entry and exit within the campus, wherever applicable
- Prompt response to safety-related concerns through designated authorities
- Awareness initiatives related to safety, preparedness, and responsible conduct

Students are expected to cooperate fully with safety measures and promptly report any concerns to the appropriate authorities.

---

### **7.3 Zero Tolerance towards Ragging**

**Gopinath PG College** strictly prohibits ragging in any form and enforces a **zero-tolerance policy**, in accordance with applicable laws, university regulations, and institutional rules.

Ragging includes any act that:

- Causes physical, emotional, or psychological harm
- Involves harassment, humiliation, intimidation, or coercion
- Creates fear, anxiety, or discomfort, especially among newly admitted students

Any student found involved in ragging shall be subject to strict disciplinary action, which may include suspension or cancellation of admission. Students are encouraged to report incidents through established institutional channels without fear of retaliation. The College is committed to ensuring a safe and welcoming environment for all students.

---

### **7.4 Prevention of Harassment and Discriminatory Practices**

The College strives to maintain a respectful, inclusive, and supportive academic environment free from harassment, bullying, or discrimination.

The institution ensures that:

- Every student is treated with dignity, equality, and fairness
- Harassment or discrimination on any grounds is strictly prohibited
- Awareness is promoted regarding sensitivity, inclusivity, and ethical behaviour
- Complaints are addressed through formal mechanisms with confidentiality and impartiality

Students are expected to uphold and support an inclusive and respectful campus culture.

---

### **7.5 Internal Complaints Committee (ICC)**

**Gopinath PG College** has constituted an **Internal Complaints Committee (ICC)** to address complaints related to harassment or inappropriate conduct, in accordance with applicable statutory provisions.

The ICC functions to:

- Receive and examine complaints with sensitivity, neutrality, and confidentiality
- Provide a safe and supportive platform for reporting concerns
- Conduct inquiries in a fair, unbiased, and time-bound manner
- Recommend appropriate action as per institutional rules
- Promote awareness regarding rights, responsibilities, and respectful behaviour

Students may approach the ICC without hesitation whenever required.

---

### **7.6 Student Grievance Redressal Mechanism**

The College has established a structured **Student Grievance Redressal Mechanism** to address academic, administrative, and campus-related concerns effectively.

The mechanism aims to:

- Provide an accessible and formal channel for submission of grievances
- Ensure fair, transparent, and timely resolution of student concerns
- Maintain confidentiality throughout the grievance redressal process
- Strengthen trust, accountability, and responsiveness within the institution

Students are encouraged to use the grievance mechanism responsibly and for genuine concerns.

---

### **7.7 Procedure for Handling Complaints and Grievances**

A defined and systematic procedure is followed for addressing student complaints and grievances.

The process generally includes:

- Submission of the grievance through prescribed institutional channels
- Acknowledgement of the complaint by the concerned authority
- Confidential and impartial inquiry into the matter
- Resolution based on findings and applicable institutional rules
- Communication of the decision to the concerned student

Fairness, transparency, and confidentiality are ensured at all stages of grievance handling.

---

### **7.8 Discipline and Monitoring Committees**

To maintain campus discipline and orderly conduct, the College constitutes **Discipline and Monitoring Committees**.

These committees are responsible for:

- Monitoring student conduct and compliance with institutional norms
- Addressing instances of indiscipline or violation of rules
- Recommending corrective or disciplinary measures, where required
- Supporting preventive, awareness-based, and corrective initiatives

The committees function to promote discipline, responsibility, and a positive academic environment.

---

### **7.9 Student Responsibility in Ensuring Campus Safety**

Students play an important role in maintaining campus safety and security.

Student responsibilities include:

- Following safety guidelines and institutional instructions
- Reporting unsafe conditions or incidents promptly
- Cooperating with campus security and safety arrangements
- Avoiding actions that may endanger personal or collective safety
- Encouraging responsible behaviour among peers

Active student participation strengthens campus safety, mutual trust, and collective responsibility.

---

### **7.10 Commitment to Student Welfare and Well-being**

**Gopinath PG College, Salamatpur** places high priority on student welfare, dignity, and holistic development.

The College ensures that:

- Student safety and well-being remain central to institutional functioning
- Support systems address academic, personal, and grievance-related needs
- A respectful, inclusive, and student-friendly campus environment is sustained
- Institutional mechanisms safeguard student rights and promote overall well-being

Students are encouraged to actively engage with available support systems for a balanced academic experience and personal growth.

---

# Gopinath PG College

*(Affiliated to Veer Bahadur Singh Purvanchal University, Jaunpur and U.P. Rajarshi Tandon  
Open University, Prayagraj)  
(Recognised by UGC and NCTE )*

---

## CAMPUS LIFE, CLUBS & STUDENT ACTIVITIES

---

### 8.1 Campus Life and Student Experience

Campus life at **Gopinath PG College, Salamatpur, Uttar Pradesh** is designed to complement academic learning through meaningful co-curricular, cultural, and community-oriented experiences. The College provides a balanced environment where intellectual growth, value orientation, personal development, and professional readiness progress together.

The overall student experience is characterized by:

- A learner-centred academic atmosphere that encourages active participation and reflective learning
- Healthy interaction among students, faculty members, and staff
- Exposure to academic, cultural, sports, and social activities
- Opportunities to develop teamwork, leadership, and interpersonal skills
- A campus culture rooted in discipline, respect, inclusivity, and ethical values

Campus life plays a significant role in shaping students into confident, responsible, and socially aware graduates.

---

### 8.2 Academic and Subject-Based Clubs

The College encourages student participation in academic and subject-oriented clubs that extend learning beyond the classroom and strengthen discipline-specific competencies.

These clubs aim to:

- Enhance subject understanding through interactive, discussion-based, and activity-oriented learning
- Promote creativity, analytical thinking, and academic curiosity
- Provide platforms for seminars, discussions, demonstrations, and academic workshops
- Encourage peer learning, collaboration, and leadership development

Participation in academic clubs supports intellectual growth and academic confidence essential for higher education.

---

### **8.3 Cultural, Literary, and Creative Activities**

**Gopinath PG College** promotes cultural, literary, and creative engagement to develop self-expression, confidence, and cultural awareness among students.

Activities may include:

- Participation in institutional functions, cultural programmes, and commemorative days
- Literary activities such as debates, quizzes, declamation, essay writing, and presentations
- Creative expression through music, dance, drama, art, and performance activities
- Opportunities to showcase talent through competitions and cultural events

These activities strengthen communication skills, creativity, confidence, and appreciation of cultural diversity.

---

### **8.4 Sports, Games, and Physical Well-being**

Recognizing the importance of physical fitness and mental well-being, the College encourages student participation in sports and wellness activities.

Initiatives include:

- Participation in indoor and outdoor games, subject to availability of facilities
- Encouragement of regular physical activity for fitness, stress management, and overall well-being
- Opportunities to participate in institutional or inter-college sports events, where applicable
- Promotion of teamwork, discipline, sportsmanship, and healthy competition

Students are encouraged to maintain physical fitness alongside academic responsibilities.

---

### **8.5 NSS and Community Engagement Activities**

The College motivates students to participate in **NSS and community-oriented programmes** to foster social awareness, empathy, and civic responsibility.

Community engagement activities may include:

- Participation in awareness campaigns and outreach programmes
- Involvement in cleanliness drives, health awareness initiatives, and social service activities
- Development of leadership qualities and sensitivity towards societal issues
- Opportunities to contribute positively to society beyond the classroom

Such experiences provide real-life exposure and strengthen social responsibility and citizenship values.

---

### **8.6 Environmental Awareness and Social Responsibility**

**Gopinath PG College** actively promotes environmental consciousness and socially responsible behaviour among students.

Initiatives may involve:

- Awareness programmes on environmental protection, sustainability, and conservation
- Activities related to cleanliness, waste management, and resource conservation
- Observance of important environmental and social awareness days
- Encouragement of eco-friendly and responsible campus practices

These initiatives aim to develop environmentally aware and socially responsible citizens.

---

### **8.7 Student Leadership and Participative Engagement**

The College encourages students to take initiative and actively participate in institutional life by assuming leadership roles.

Leadership opportunities include:

- Holding responsibilities in clubs, societies, and student-led activities
- Student representation in institutional forums or committees, wherever applicable
- Development of leadership skills such as responsibility, communication, teamwork, and decision-making
- Sharing constructive suggestions for academic and institutional improvement

Participative engagement fosters confidence, accountability, and a sense of belonging among students.

---

### **8.8 Guidelines for Participation in Student Activities**

Students participating in academic, cultural, sports, or co-curricular activities are required to adhere to institutional guidelines.

General guidelines include:

- Obtaining prior permission from the concerned faculty coordinator or authority
- Adhering to schedules, rules, and instructions related to the activity
- Maintaining discipline, decorum, and respectful behaviour
- Ensuring that participation does not adversely affect academic responsibilities

These guidelines help maintain a healthy balance between academics and extracurricular involvement.

---

### **8.9 Recognition and Encouragement of Student Achievements**

The College values and acknowledges student achievements across academic, cultural, sports, and extension domains.

Recognition may include:

- Appreciation of consistent academic performance
- Acknowledgement of achievements in cultural, sports, and social activities
- Certificates, commendations, or institutional recognition, wherever applicable
- Motivation and encouragement for continued participation and improvement

Recognition promotes positive motivation and a culture of achievement.

---

### **8.10 Holistic Development of Students**

**Gopinath PG College, Salamatpur** is committed to the holistic development of students by integrating academic learning with personal, social, and professional growth.

Holistic development focuses on:

- Balanced growth of knowledge, skills, values, and character
- Active engagement in academic, cultural, sports, and community activities
- Development of leadership, communication, and life skills
- Promotion of ethical conduct, confidence, and social responsibility

Through this comprehensive approach, the College prepares students to become competent graduates and responsible members of society.

---

# Gopinath PG College

*(Affiliated to Veer Bahadur Singh Purvanchal University, Jaunpur and U.P. Rajarshi Tandon  
Open University, Prayagraj)  
(Recognised by UGC and NCTE )*

---

## INSTITUTIONAL POLICIES & DECLARATIONS

---

### 9.1 Policy on Academic Integrity and Professional Ethics

**Gopinath PG College, Salamatpur, Uttar Pradesh** is firmly committed to promoting academic honesty, ethical learning practices, and professional responsibility among students. Integrity in academic work is regarded as a core value of higher education and a foundation for responsible citizenship and professional conduct.

The College upholds the following principles:

- All academic work submitted by students must be original and reflect independent effort, understanding, and learning
- Plagiarism, copying, impersonation, falsification of records, fabrication of data, or use of unfair means is strictly prohibited
- Proper citation and acknowledgement of books, journals, digital resources, and other reference materials is mandatory
- Academic activities must reflect sincerity, ethical scholarship, and intellectual responsibility

Any breach of academic integrity shall be dealt with in accordance with institutional rules and the academic regulations of the affiliating universities. Students are expected to uphold honesty and fairness throughout their academic tenure.

---

### 9.2 Anti-Ragging Policy (Zero Tolerance)

The College enforces a **strict zero-tolerance policy** against ragging and is committed to ensuring a safe, respectful, and welcoming campus environment for all students.

This policy ensures:

- Complete prohibition of ragging in any form, including physical, verbal, psychological, written, or online acts
- Immediate and strict action against any behaviour that causes fear, humiliation, harassment, or distress
- Protection of the dignity, safety, and well-being of newly admitted students
- Encouragement to report incidents promptly through designated institutional mechanisms without fear

Any student found involved in ragging shall be subject to disciplinary action as per applicable laws, university regulations, and institutional rules.

---

### 9.3 Gender Sensitization and Student Safety Policy

**Gopinath PG College** is dedicated to fostering a campus culture based on equality, dignity, and mutual respect.

This policy aims to:

- Promote awareness of gender sensitivity, equality, and responsible behaviour
- Prevent discrimination, harassment, or misconduct of any kind
- Ensure a safe, inclusive, and supportive learning environment
- Encourage timely reporting of concerns related to safety, dignity, or well-being

The College remains committed to safeguarding the rights, safety, and dignity of every student.

---

### 9.4 Student Grievance Redressal Policy

To ensure fairness, transparency, and accountability, the College has established a structured **Student Grievance Redressal Policy**.

The policy provides:

- A formal and accessible mechanism for students to raise academic, administrative, or personal concerns
- Fair, unbiased, and time-bound examination of grievances
- Confidential handling of complaints
- Strengthening of trust and communication between students and the institution

Students are encouraged to use the grievance redressal mechanism responsibly and constructively.

---

### **9.5 Internal Complaints Committee (ICC)**

The College has constituted an **Internal Complaints Committee (ICC)** to address complaints related to harassment or inappropriate conduct in a sensitive, impartial, and confidential manner.

The ICC functions to:

- Receive complaints with fairness, sensitivity, and confidentiality
- Conduct impartial and time-bound inquiries
- Provide a safe and supportive platform for reporting concerns
- Recommend appropriate action as per institutional norms
- Promote awareness of rights, responsibilities, and respectful behaviour

Students may approach the ICC without hesitation whenever required.

---

### **9.6 Code of Ethics and Responsible Student Behaviour**

Students of **Gopinath PG College, Salamatpur** are expected to adhere to a Code of Ethics that reflects the values of higher education and responsible citizenship.

Students are required to:

- Demonstrate honesty and responsibility in academic, examination, project, and field-based activities
- Maintain respectful behaviour towards faculty members, staff, peers, and visitors
- Avoid indiscipline, misconduct, or unethical practices
- Use institutional facilities, resources, and digital platforms responsibly
- Uphold the dignity and reputation of the College

Ethical conduct is essential for maintaining a disciplined, respectful, and professional academic environment.

---

### **9.7 Responsible Use of Digital Platforms and Social Media**

The College promotes safe, ethical, and responsible use of digital tools and social media.

Students are expected to:

- Use institutional digital facilities primarily for academic and official purposes
- Maintain professionalism, civility, and respect in online communication
- Avoid sharing content that compromises privacy, dignity, or institutional reputation
- Refrain from cyberbullying, misuse of digital platforms, or spreading misinformation
- Respect intellectual property rights and digital safety norms

Students are expected to reflect responsibility and integrity in their digital presence.

---

### **9.8 Environmental Responsibility and Sustainable Campus Practices**

**Gopinath PG College** encourages environmental awareness and sustainable campus practices as a shared responsibility of the academic community.

Students are encouraged to:

- Maintain cleanliness and follow proper waste segregation and disposal practices
- Use water, electricity, and other resources judiciously
- Participate in environmental awareness and conservation activities
- Support eco-friendly initiatives and sustainable practices

Environmental responsibility is viewed as a collective commitment of students, faculty, and staff.

---

### 9.9 Review and Modification of Institutional Policies

The College reserves the right to review, amend, or update institutional policies as required.

- Changes may be introduced to align with academic, administrative, or regulatory requirements
- All revisions shall be communicated through official institutional channels
- Updated policies shall come into effect from the date notified by the College

Students are advised to remain informed through official notices and communications.

---

### 9.10 Student Declaration and Undertaking

All students admitted to **Gopinath PG College, Salamatpur, Uttar Pradesh** are required to submit a **Student Declaration and Undertaking**.

By signing the declaration, students confirm that they:

- Have read and understood the Student Handbook
- Agree to follow academic regulations and institutional policies
- Commit to discipline, integrity, and responsible conduct
- Understand that violation of rules may result in disciplinary action

This declaration represents a shared commitment between the student and the institution to maintain a disciplined, ethical, and supportive academic environment.

---

# Gopinath PG College

*(Affiliated to Veer Bahadur Singh Purvanchal University, Jaunpur and U.P. Rajarshi Tandon  
Open University, Prayagraj)  
(Recognised by UGC and NCTE )*

---

## Important Committees & Contact Information

---

### 10.1 Student Welfare and Support Committees

**Gopinath PG College, Salamatpur, Uttar Pradesh** has constituted various student-centric committees to ensure academic support, personal guidance, safety, and overall well-being of students enrolled in undergraduate and postgraduate programmes.

These committees function to:

- Provide academic guidance, mentoring, and learning support to students
- Address concerns related to student welfare, discipline, and well-being
- Support students in managing academic workload, examinations, and personal challenges
- Promote an inclusive, supportive, and learner-friendly campus environment
- Ensure effective implementation of student support policies and welfare initiatives

Students are encouraged to approach the relevant committee whenever academic, personal, or institutional assistance is required.

---

### 10.2 Committees for Student Activities, Clubs, and Community Engagement

To promote holistic development beyond classroom learning, the College has established committees responsible for student activities, clubs, and outreach initiatives.

These committees aim to:

- Plan and organize academic, cultural, literary, sports, and co-curricular activities
- Support the formation and functioning of subject-based and interest-oriented student clubs
- Coordinate community engagement programmes, awareness activities, and social outreach initiatives
- Encourage active student participation in institutional and community-based programmes
- Foster leadership qualities, teamwork, civic responsibility, and social awareness among students

All student activities are organized in a structured and purposeful manner aligned with academic objectives and institutional values.

---

### **10.3 Procedure for Approaching Institutional Committees**

Students may approach institutional committees for guidance, support, or grievance resolution through a defined and structured process.

The general procedure includes:

- Submission of a written request or application through the prescribed institutional channel
- Use of online submission facilities available on the official College website, wherever applicable
- Seeking preliminary guidance from faculty mentors, coordinators, or Heads of Departments, if required
- Providing clear, complete, and factual details related to the concern or request
- Cooperating respectfully with the committee during discussion, inquiry, or resolution

Students are advised to refer to official notices or the College website for updated information regarding committees and procedures.

---

## 10.4 Institutional Contact and Student Support Information

The College ensures transparency, accessibility, and clarity in institutional communication by providing authentic contact information for student support.

Institutional contact information includes:

- Office contact details for academic and administrative sections
- Contact information of academic departments and student support units
- Details of coordinators and committees related to welfare, safety, and grievance redressal
- Official email addresses, telephone numbers, and authorized communication platforms

Students are advised to rely only on officially notified contact details for accurate and authentic information.

---

## 10.5 Authorized Channels of Communication

**Gopinath PG College** follows clearly defined and authorized modes of communication for dissemination of academic and institutional information.

Official communication channels include: ★ ★ ★ ★

- The official College website for notices, circulars, academic schedules, and updates
- Campus notice boards for important announcements and information
- Official email communication and approved digital platforms
- Information communicated through departments, faculty mentors, or committee coordinators

Students are responsible for regularly checking official channels to remain informed about academic schedules, institutional instructions, and updates.

---

## 10.6 Student Acknowledgement of the Handbook

All students admitted to **Gopinath PG College, Salamatpur, Uttar Pradesh** are required to formally acknowledge receipt and understanding of the **Student Handbook**.

By submitting the acknowledgement, students confirm that they:

- Have read and understood the academic regulations and institutional policies
- Are aware of their rights, responsibilities, and expected conduct as students
- Agree to comply with institutional rules throughout the duration of their programme
- Understand that non-compliance may invite disciplinary action as per institutional norms

This acknowledgement reflects a shared understanding between the student and the institution to uphold discipline, ethical conduct, and a supportive academic environment.

---

