

## **Students Discipline & Conduct**

- i) These Bye-laws shall apply to all students of the University (including part-time students) whether admitted prior to the commencement of these Bye-laws or after these Bye-laws.
- ii) Any breach of discipline and conduct committed by students inside the Jamia Hamdard Campus shall fall under the purview of these Bye-laws.

*\*"Students", referred to above, mean regular students of the Jamia Hamdard on the rolls of Departments /Hostels/Centers/Schools*

### **Violations of the discipline shall include:**

1. Violation of the traffic norms inside the University Campus.
2. Consuming or possessing alcoholic beverages, Cigarettes, drugs or other intoxicants in the premises of Jamia Hamdard.
3. Not disclosing one's identity when asked to do so by an employee or officer of Jamia Hamdard.
4. Unauthorized occupation of Hostel rooms or unauthorized use of Jamia Hamdard furniture in one's Hostel room or elsewhere.
5. Accommodating guests or other persons including non-allotted students in Hostels without prior permission of the Warden/Provost.
6. Sexual harassment of any kind. The University follows a zero tolerance policy towards sexual harassment. "Sexual harassment" includes any one or more of the following unwelcome acts or behaviour (whether directly or by implication), namely:
  - (i) Physical contact and advances; or
  - (ii) Demand or request for sexual favours; or
  - (iii) Making sexually coloured remarks/gestures; or
  - (iv) Showing pornography; or
  - (v) Any other unwelcome physical, verbal or non-verbal contact of sexual nature.

## **Examples of Sexual Harassment in Different Forms**

### **Verbal Form**

- Sexual or gender-based jokes or teasing
- Unwelcome sexual overtone in any manner- such as over telephone
- Requesting sexual favours
- Telling lies or spreading rumours about a person's personal life or sex life
- Pressure for meeting/dates.
- Comments about clothing, personal behaviour, or a person's body
- Graphic descriptions of pornography

### **Non-Verbal Form**

- Staring
- Sizing up a person's body (looking up and down)
- Derogatory gestures of a sexual nature
- Facial expressions of a sexual nature; winking,licking lips
- Stalking

### **Visual Form**

- Exhibiting visual material such as posters, cartoons, drawings calendars, pinups, pictures, computer programs of sexual nature
- Written material that issexual in nature, such as notes, SMS, E-mail containing sexual comments
- Objects of a sexual nature.

### **Physical form**

- Forcible physical touch or molestation
- Unwelcome hugging, sexual touching or kissing
- Standing too close to or brushing up against another person; leaningover; invading personal space
- Patting, stroking, grabbing or pinching
- Blocking someone's path with the purpose of making a sexual advance

- Actual or attempted sexual assault, or forced fondling.
  - Rape or attempted rape or any such offences/acts as enumerated, detailed or falls within the ambit of or as defined under the Indian Penal Code, 1860 (as amended) and Code of Criminal Procedure (as amended)
7. Eve teasing or disrespectful behavior to any person or student indulging in obscene, unbecoming behavior inside Jamia Hamdard Campus. **Sharing of photograph, contact number, other details without the consent of the intended person.**
  8. Gheraos, wrongful confinement, restraint, laying siege or staging demonstrations around any building of Jamia Hamdard or the residences of any employee/ officer/ member/ authority of the University, any other form of coercion, intimidation or disturbance of the right to privacy of the residents within and outside the campus or any other place.
  9. Ragging in any form whatsoever.
  10. Committing forgery, theft, tampering with the identity cards or University records, impersonation, misusing University property (movable or immovable) documents and records, tearing of pages, defacing, burning or in any way destroying the books, journals, magazines or any other material of any Library of Jamia Hamdard.
  11. Disrupting teaching, study, examination, research, games or administrative work, curricular activity or residential life of the employee/officer/members/authority of Jamia Hamdard including any attempt to prevent any student of Jamia Hamdard or its staffs from carrying on his/her work, and indulging in any act likely to cause such disruption.
  12. Damaging or defacing of Jamia Hamdard property or the property of employee/ officer/ members/authority of Jamia Hamdard or any other property inside or outside the Campus of Jamia Hamdard.
  13. All acts of physical violence or assault.
  14. Use of abusive and derogatory slogans or intimidatory language or incitement of hatred and violence or any act calculated to further the same.
  15. Any assault upon or intimidation of or insulting behaviour towards a teacher, officer, employee, or student or any other person.
  16. Causing or colluding in the unauthorized entry of any person into the campus or in the unauthorized occupation of any portion of Jamia Hamdard premises, including hostel or residence, by any person.

17. Furnishing false certificates or false information to any office under the administrative control and jurisdiction of Jamia Hamdard.
18. Indulging in acts of gambling within the campus or in any premises of Jamia Hamdard.
19. Arousing communal, caste or regional feelings or creating disharmony among students.
20. Possessing or using any weapons such as knives, lathis, iron chains, iron rods, sticks, explosives, firearms or any such equipment that may be dangerous or may be used in any other means to inflict harm/injury to other within the campus or in any premises of Jamia Hamdard
21. Improper rendering of accounts for money drawn from or through any office under the control of Jamia Hamdard.
22. Coercing the Medical staff of Jamia Hamdard to render medical assistance to persons not entitled for the same or any other disorderly behaviour.
23. Committing any of the offences specified in the Admission, Examination, and Hostel Rules and Regulation of Jamia Hamdard.
24. Improper or immoral etc. behaviour while on an educational excursion.
25. Forging of certificate & Degree issued by Jamia Hamdard.

#### **Penalties:**

##### **Nature of Penalties**

The following penalties, for acts of indiscipline or misconduct, for good and sufficient reason may be imposed on a student, namely:

1. Written warning and information to the guardian
2. Fine upto Rs 50,000 (Rupees Fifty Thousand Only)
3. Suspension from the class/Department/College/Hostel/Mess/Library/Canteen, Playground, Gymnasium or curtailment of any other facilities, for a period of up to 6 months or till pending an enquiry.
4. Suspension or cancellation of scholarships, fellowships, or any financial assistance from any source or recommendation to that effect to the sanctioning agency.
5. Debarring from participation in sports/NCC etc. and other such activities.
6. Disqualifying from holding any representative position in the Class/College/Hostel Mess/ Sports/Clubs and similar other bodies.

7. Recovery of pecuniary loss, if any caused to the property of Jamia Hamdard.
8. Debarring from an examination.
9. Expulsion from the rolls of Jamia Hamdard for a specified period as deemed fair and reasonable under the circumstances of the issues/case.
10. Disqualifying from further studies, or prohibition of future admission or re-admission.
11. Rustication from the rolls of the university.

**Powers to take Disciplinary action:**

1. All powers relating to discipline and disciplinary action are vested with the Vice-Chancellor
2. Any penalty enumerated above in the Bye-laws may be imposed by the Vice Chancellor upon the recommendation of the Disciplinary Action Committee appointed for the said purpose.
3. The Vice Chancellor may delegate all or such powers as he/she deems proper to any person as he/she may specify on his/her behalf.

**Disciplinary Action Committee (DAC):**

There shall be a DAC for the purpose of examining cases recommended by the Provost, or by the Anti-Ragging Committee, Dean, Head of the Department, or Senior Officers or suo moto cognizance by the Chief Proctor for examining all cases of indiscipline and misconduct warranting imposition of penalties mentioned above in these Bye-laws.

The DAC will examine cases of indiscipline and misconduct warranting imposition of penalties mentioned in the Bye-laws. The DAC will observe the due process of issue of a notice by the office of the Chief Proctor and granting an fair opportunity of reply to notice and/or personal hearing to the student(s)/parents/guardians in question and after examining all the records of the case, the Disciplinary Action Committee will give its recommendations to the Vice-Chancellor.

**Anti-Ragging Committee for checking Ragging:**

There shall be an anti-ragging Committee at the department/school/university level for the purpose for checking instances of ragging if any. The anti-ragging Committee shall comprise

of the following members with the Chief Proctor as its Chairman:

The anti-ragging committee at the university level will comprise of the following

Chief Proctor	-	Chairman
Dean of each Faculty	-	Member
Provost	-	Member
Concerned Hostel Warden	-	Member

The anti-ragging committee shall be responsible for taking immediate action on receipt of the complaint/information or suo moto about any instances of ragging. The Chief Proctor/Provost may lodge an First Information Report (F.I.R) in respect of offences regarding: which an action may be taken under the Indian Penal Code and such action would be in addition to the disciplinary action which may be taken by the University.

#### Other Information

1. Penalties on the offenses relating to Examination, i.e. use of unfair means, attempt to take any assistance or give any assistance to any candidate, or disorderly conduct etc. at the university examinations will be dealt by the relevant bodies.
2. Every student of Jamia Hamdard shall give an undertaking in writing to the concerned Dean at the time of admission to the effect that she/he shall abide by the student discipline and conduct themselves as per the Bye-laws of Jamia Hamdard as well as the Admission and Examination Rules as applicable and she/he will neither involve nor commit any act of indiscipline directly or indirectly, or indulge himself/herself or instigate any other student in ragging, or creating nuisance or vitiating the academic atmosphere of the University.
3. The Vice Chancellor may call for the record of disciplinary proceedings for perusal or may issue specific direction/recommendation to the DAC to review the proceeding or to take further action accordingly.
4. In case the Vice Chancellor is of the opinion that, on the basis of the available evidence(s) on record, a prima facie case exists against a student, he/she may if deemed fit directly order for suspension of the student including withdrawal of any or all facilities available to a bon afide student pending enquiry, without the report/recommendation of the Disciplinary Action Committee. Any student against whom an allegation of misconduct has been made, may be suspended from the rolls of Jamia Hamdard by the Vice Chancellor,



pending trial on a cognizable offence by a court of law.

5. Notwithstanding any punishment/penalties mentioned in the Bye-laws, the Vice Chancellor may, keeping in view the gravity/nature of misconduct/of indiscipline, the manner and the circumstances in which the misconduct/indiscipline has been committed, impose a penalty/award a punishment in excess of or less than or other than what has been recommended by the Disciplinary Action Committee or mentioned in the Bye-laws, reasons to be recorded in writing.
6. An appeal against the order of penalty imposed by any of the officers authorized by the Vice Chancellor would lie, within 7 days from the receipt of such order with the Vice Chancellor. The power of the review of the order of the Vice Chancellor would also lie with the Vice Chancellor.

Issued with the approval of Competent Authority



Prof. M.S Alam  
Chief Proctor