

ST. XAVIER'S COLLEGE OF EDUCATION (AUTONOMOUS)

Digha Ghat P.O., Patna – 800 011, Bihar, India
NAAC Accredited with 'A' Grade (3rd cycle)

www.sxcepatna.edu.in E-mail: sxcepatna@gmail.com Phone : +91 0612 2567153, 6201161517

Affiliated to Aryabhata Knowledge University, Patna

CODE OF CONDUCT FOR STUDENTS

The following code of conduct must be observed by the student-teachers undergoing the B.Ed. and M.Ed. programs at St. Xavier's College of Education, Patna:

1. Punctuality:

All student-teachers must reach the college by 9:40 A.M. to ensure timely participation in all academic activities.

2. Uniform Policy:

- All student-teachers should attend classes in the prescribed uniform on all days except Wednesdays and Saturdays.
- On Saturdays, female student-teachers are required to wear saree uniforms.
- Students without uniforms must obtain prior permission from the discipline committee.

3. Classroom Etiquette:

- All student-teachers must occupy their respective seats before the teacher enters the classroom.
- Silence should be maintained during roll call and throughout the class.

4. Attendance:


- Punctuality in attendance is mandatory. Trainees arriving late after the roll call will not be marked present and will be treated as absent from the class.
- As per NCTE norms, a minimum of 80% attendance in theory classes and 90% attendance during the internship is required to appear for the end-semester examination. Attendance will be notified periodically.

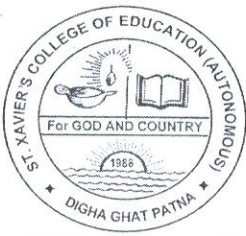
5. Prohibited Activities:

- Chewing pan, smoking, or consuming any tobacco products is strictly prohibited on the college premises, including classrooms and library areas. The college is a designated 'No Smoking Zone'.

6. Library Usage:

- Library books must not be retained for more than 14 days.
- The college provides access to an e-library facility. All students are required to register with INFLIBNET through the prescribed channel. The registration link will be shared via the college WhatsApp group.


PRINCIPAL
St. Xavier's College of Education
(Autonomous)
Digha Ghat, Patna-800011



ST. XAVIER'S COLLEGE OF EDUCATION (AUTONOMOUS)

Digha Ghat P.O., Patna – 800 011, Bihar, India
NAAC Accredited with 'A' Grade (3rd cycle)

www.sxcepatna.edu.in E-mail: sxcepatna@gmail.com Phone : +91 0612 2567153, 6201161517

Affiliated to Aryabhatta Knowledge University, Patna

7. Information Updates:

- All important information will be shared through the college website, notice board, and WhatsApp group for effective communication.

8. Leave and Absences:

- Leave applications must be submitted to the Principal for approval.
- Any student-teacher absent for six consecutive working days without prior authorization will be reported to the authorities for disciplinary action.

9. Environmental Responsibility:

- Student-teachers are required to maintain cleanliness on the campus and properly use dustbins for waste disposal.
- Solid waste materials, such as plastic bottles, cups, and papers, must be placed in the designated bins.
- Lights, fans, and other electronic devices should be turned off when not in use.

10. Vehicle Regulations:


- Vehicles must be parked in the designated parking area.
- Guardians dropping off students either in two-wheelers or four-wheelers must do so outside the campus premises.
- Honking within the campus is prohibited to maintain a peaceful environment.
- The entry pathway to the main college building is a no-vehicle zone; students must walk in this area to maintain a pollution-free environment.

11. Campus Behaviour:

- Student-teachers must uphold the dignity and decorum of the institution in all their actions and interactions.
- Any form of misconduct, whether verbal, physical, or electronic, will be dealt with strictly under institutional policies.

12. General Discipline:

All student-teachers are expected to respect the rules and authority of the institution, promoting a culture of mutual respect and collaboration.


Prof. (Fr.) Ignatius Topno, S.J.
Principal **PRINCIPAL**
St. Xavier's College of Education
(Autonomous)
Digha Ghat, Patna-800011