

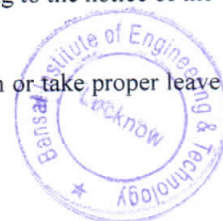


# **BANSAL INSTITUTE OF ENGINEERING TECHNOLOGY**

**NH-24, Near Sewa Hospital, Sitapur Road, Lucknow-226021**

## **GENERAL RULES AND REGULATIONS**

- Students, admitted in the institute, will have to give an undertaking that he/she will not involve in any sort of ragging or any other indisciplinary act; if involved, he/she is liable to be punished accordingly.
- 75% attendance is compulsory in all academic activities. Students failing to attain the prescribed attendance will not be allowed to appear in any sessional or external university examination. A certificate of appreciation will be awarded to those students who secure 100% overall attendance in a semester.
- The timing of the institute is from 9:00 am to 4:30 pm. Students must ensure their presence 5 minutes before. The Lunch timing is from 12:00 pm to 12:45 pm for 1st year and from 12:45 p.m to 1:45 p.m for 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> year students. They have to be present in their class room before the commencement of lectures and they will not be permitted into the class after the commencement of lecture.
- Students should not use cell phones in the class room. They have to mute their notifications/data and keep their cell phones inside their bags. If any student is found using a cell phone, it will be taken away from him/her and confiscated as a part of disciplinary action.
- No student shall leave the classroom without the permission of the teacher or until the class is over.
- Students will strictly adhere to the prescribed dress code of the institute, and the violating students will not be allowed to attend classes.
- All the students should maintain punctuality and decorum of the institute. They should not shout or talk loudly in the institute campus.
- Students should not stand in corridors for gossiping. Students should not sit on the parapet walls, railings, steps or stair-cases. Loitering in the corridors or in the campus during institute working hours is strictly prohibited
- Students should maintain strict discipline inside the class rooms as well as in the institute campus. They should keep the class rooms/ institute campus neat and tidy.
- Lack of courtesy and any indecent behavior towards other students, faculty and staff will be viewed very seriously.)
- Any student involved in breaking or damaging any institute property shall be punished severely.
- Chewing of pan/pan masala and smoking is strictly prohibited in the institute campus.
- No student should be present in the canteen during the class hour.
- No student is permitted to roam in the campus during class/Lab hour.
- Criticizing or abusing the girl students in foul language is strictly prohibited in the campus.
- Students are expected to behave well with the, staff, other students and general public. Any misbehavior coming to the notice of the institute authorities will be severely dealt with.
- No student is allowed to bunk classes at any case. In the case of emergency, they will have to seek permission or take proper leave from their respective Mentor/HOD.



•The 50% of the fee should be submitted at the start of session and remaining 50% of the fee must be submitted before the odd semester examination. Exam fee must be submitted directly to AKTU. All dues must be clear before odd semester external examination.

Each student is responsible for the proper handling and safe custody of any apparatus or equipment that he/she may be using. In case of any intentional or negligent damage or loss to the institute property, the student shall have to pay the cost of repair or replacement.

In case of illness, permission has to be obtained from the Mentor/HOD of the department to remain absent from studies.

Once the fee is deposited, it will not be refunded, transferred or adjusted in any other account. If a student leaves the course in mid-term, he/she will be liable to pay the balance of fee for the whole year.

It is compulsory for the student to take all sessional, Quiz and Pre University test (PUT) examinations. Students abstaining from these tests shall be severely dealt with. Exemption to a student from the tests/examinations is permitted only in case of hospitalization.

Prof.(Dr.) S.K. Agrawal

Director

