

THE ICAI UNIVERSITY, HIMACHAL PRADESH

DOS & DONTs FOR THE STUDENTS

- 1) The Working Hours of the University are from 09:00 AM to 05:30 PM (Monday to Friday).
- 2) Keep the Campus Clean and Green. Don't throw litter around. Use dustbins. Keep the Toilets clean and dry. Keep the Cafeteria and the Eating points neat and clean. Don't put any posters or write anything on the walls as the same is punishable.
- 3) Observe Punctuality and do not miss your Classes. Don't stand around in the corridors.
- 4) Save Water and Save Electricity wherever possible.
- 5) Use of Mobile Phones in the Academic Area is not allowed. Go out of the Academic Block to attend only to an Emergent call.
- 6) Ragging in any form is illegal and punishable including cancellation of Admission without any Refund / Notice. A Student can be Rusted from the University if found involved in any act of Ragging.
- 7) Be very polite with your fellow beings, Teachers and the Staff.
- 8) Observe/obey the IUHP Dos/Donts/Rules / Regulations/Terms/Conditions faithfully.
- 9) Pay your Fees and Dues well in Time failing which Fine will be charged.
- 10) Wearing of Uniform as prescribed by the Department is a **MUST** on all working days including the days of conduct of the Internal as well as the External Examinations.
- 11) 75 % to 80% attendance in each course / paper/ program/ Lab is a must for every Student for appearing both in the Internal as well as the External Exams.
- 12) Your vehicle will have to be parked in the plot adjacent to the Academic Block or any designated area as may be decided by the IUHP including the area outside the University on the road side. No Vehicle will be permitted to be brought inside the Academic Area.
- 13) Loss / Damage of any University property is recoverable from the Student individually or jointly.
- 14) The nearby Police Post / Police Authorities will be informed of any act of violence/vandalism, if any, by any Student.
- 15) The Girls Students staying in the Hostel are not permitted to go outside the Campus premises after 07:00 PM in the Summers and 06:00 PM in the Winters.
- 16) Make use of the Library, Computer Labs or Sit in the University Auditorium on the top floor with Laptops / Books and do not waste time when you are not in the Class.
- 17) Collect the list of Books and the information on the Prescribed Uniform or any other information that relates to the concerned Student from the concerned HOD.
- 18) The University has Zero Tolerance towards any kind of Sexual Harassment and is against any kind of discrimination on the basis of Caste, Creed, Colour, Sex, Region, Religion, Language etc.
- 19) The University advises all its Students to improve upon their Communication / Soft Skills, Computer knowledge/Applications and expand their Contemporary Knowledge base. Read good Newspapers / Magazines / Journals right from day one to earn good grades, internships and placements.
- 20) Keep the Buses in which you travel clean and follow only the route for which you have sought authorization from the University.
- 21) In case of any difficulty, please contact the Head of the Department concerned or any other authorised person / the Mentor concern / DSW / TPO / Transport Officer / Admin Officer etc. as the case may be.
- 22) Take membership of any of the University Clubs such as the Photography Club, Social Welfare Club, Environment Club, Literacy Club, Chess / Carom Club. Play indoor / outdoor games as per IUHP Schedule and as available.
- 23) Do not do anything which is unbecoming of a Student.
- 24) Follow Examination and Fee Schedules as may be notified by the IUHP from time to time.
- 25) Disobedience/Violation of the above said Dos/Donts will be viewed seriously by the IUHP and is punishable.

Dean Student Welfare

Registrar