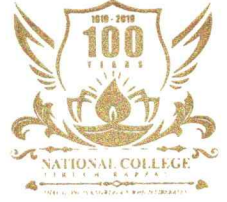




# National College

(Autonomous)  
College with Potential for Excellence  
Nationally Re-accredited at 'A+' Grade by NAAC  
A Unit of Dr.V. Krishnamurthy Educational Foundation



Tiruchy - Dindigul Road, Karumandapam, Tiruchirappalli - 620 001

## RULES, REGULATIONS AND INSTRUCTIONS FOR STUDENTS

### Do-s:

- Come decently dressed. Wear shoes. Avoid T-Shirts.
- Always wear Identity Card when within the campus. Present it when the squad demands.
- Update your latest residential address and contact telephone/mobile numbers with the college office.
- Be punctual to the College and classes.
- The first shift starts at 8.30 a.m. and concludes at 1.20 p.m. The second shifts starts at 1.30 p.m. and concludes at 5.50 p.m. The recess is between 11.15 a.m. & 11.30 a.m. for the first shift and 4.00 p.m. to 4.15 p.m. for the second shift.
- **The College prayer will be played at the commencement of the first hour, for a minute. All of us are to remain standing silent at the place, where we are.**
- Update yourself about the activities by regularly checking the Departmental Notice Board and the Digital Display Notice Board kept at the threshold.
- Seek permission from the concerned faculty member, before leaving the class room during working hours.
- Seek leave of absence or leave on other duty (OD) on the prescribed leave-letter-form, with the signature from the parent/guardian. The leave-letter-form and OD form can be downloaded from the college website [www.nct.ac.in](http://www.nct.ac.in).
- Attend the academic activities of the department at the behest of the concerned faculty member.
- Seek the written-permission of the Principal when you organize a student meeting.
- Organize meetings, gatherings, conferences or celebrations with the prior written permission from the Principal, through the concerned Head of the Department. .
- Pay the prescribed fees before the due date. This Handbook provides the details on the due date, late fees and penalties.

### Don't-s

- Don't loiter on the corridors; repose on the stair-cases, squat on the lawns and open-space.
- Be it a good cause; don't collect cash/resources from anyone in the college, without the written permission of the Principal.
- Don't draw students from the classes, during working hours, in the name of co-curricular, extra-curricular or sports activities. Seek the written permission from the Principal.
- Don't distribute/paste on the wall/affix on the notice board, hand bills/notices/ pamphlets/brochures of any kind. Take the written permission from the Principal.
- Keep your vehicles locked, in the parking lot. Don't ply them inside the campus.

  
**SECRETARY**  
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- Don't spill/throw litter, spit or spoil the hygiene.

**Prohibited as well as Punishable under the law:**

- Scribbling on the walls & furniture and damaging the properties would be strictly dealt with.
- Restrain joining any forum/organization under the surveillance of the law.
- Don't resort to any unlawful activity that disrupts the peaceful academic atmosphere. It is punishable.
- As per the Government Order, don't consume alcoholic drinks, tobacco and narcotics in any form.
- Don't entertain private coaching/tuition with the faculty members. They will be taken to task.
- Don't publish, broadcast, offer interview or approach the media of any kind, related to the college.
- Ragging in any form is an offence under the law.
- Misbehaving with the people of the other gender is an offence.

**Warning**

The Government has authorized the Principal to penalize, suspend or dismiss any student who is found guilty of gross misconduct inside the College/Hostel premises or even outside the College campus.

  
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