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The Venus Institute of Physiotherapy at Swarnim Startup & Innovation University is committed to maintaining and promoting a culture of excellence, intellectual openness, inclusiveness, justice, integrity, fairness, respect, equity, and accountability. It expects students to uphold these standards in their day-to-day decisions, actions, and interactions. The code of conduct delineates the boundaries necessary for maintaining this order.

- **RESPONSIBILITIES OF STUDENTS**

- **STUDENT COMMITMENT**

1. Shall be in time to the institution.
2. Shall be regular and punctual to the classes and maintain 75% attendance to be able to appear for final examination.
3. Follow the instructions of the teacher carefully in the classrooms.
4. Maintain perfect order and strict silence inside the lecture hall/ drawing hall/laboratories/clubs and the corridors.

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5. Be attentive in class, to bring calculators, drafter, charts and data handbooks as per the schedule of the classes.
6. Meet all deadlines of assignments, submission of projects, records and posters.
7. Abide by the rules of various laboratories and not damaging the equipment.
8. Cultivate the habit of looking at the notice boards of the institute/college /department every day.
9. Attend all counselling sessions convened by their mentors and feel free to explain their academic/personal/career difficulties and seek solutions.
10. Maintain silence in the library and utilize its resources and space without causing damage.
11. Not to be in the canteen during working hours of the institute /college.

- **ACADEMIC MISCONDUCT**

1. To note, to follow principles of progressive discipline and any violence on the campus, destruction of the institute's property, manhandling of a person in the campus, and misbehaviour with girl students will be viewed seriously. Erring persons will be liable for academic or financial consequences, if sustained they will be liable to disciplinary action such as suspension or rustication for specific period etc.
2. Note that defacing of the campus buildings, walls by writing on them or sticking bills, posters is prohibited. Also damaging the notices and posters displayed in the departments is forbidden.

- **DISCIPLINARY MISCONDUCT**

1. Academic integrity must be maintained while pursuing academic studies. To falsify or alter records of academic performance is an academic misconduct. To note that all types of malpractices and unfair means in the examination hall inclusive of the assault on invigilators, misbehaving in the examination hall, enabling other students to be dishonest and impersonation are serious and punishable offences.

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12. Make the institution a safe place to work and learn. Adhere to good health and safety practices and comply with all health and safety laws and regulations. All students of the institution should abide by this policy. The institution will not tolerate unethical. Conduct and violations are subject to disciplinary actions.

13. The aggrieved student would submit in writing his/her grievance First to the Grievance Committee of institute and then to Registrar.

- **PUNISHMENT AND PENALTIES**

Warning, suspension, monetary fines, dismissal, upholding of degree are the programme of actions which may be taken when a student has been found to have violated the student code of conduct.

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- **INTRODUCTION:**

We are committed to ensuring that our mission and objectives contribute to both local and international communities. At the Venus Institute of Physiotherapy, teachers are afforded full civic rights in our democratic nation, with a strong emphasis on just conditions of service and professional independence.

1. Shall read, understand and comply with institutes policies.
2. Shall abide by the institutes policy to value and support an institute community that is diverse in Gender, Caste, Creed, Religion, Region, Nationality, Educational background, Talent, Skill, and Experience.
3. Shall be in time to the institute.
4. Shall be regular and punctual to the classes.
5. Must conduct one hour class and take attendance in the beginning of class.
6. Daily lesson should be planned ahead and taught in the most effective and innovative way.
7. Class should be well structured, interactive and involving student cohort.

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- ## B. TEACHERS AND THE PARENT

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- ### C. TEACHERS AND COLLEAGUES

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• **GENERAL RULES:**

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- **EXPLANATION:**

1. Physical contact and advances;
2. Demand or request for sexual favors;
3. Sexually colored remarks;
4. Showing any pornography; or
5. Any other unwelcome physical, verbal or non-verbal conduct of a sexual nature.

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- **REPRESENTATIONS:**

Whenever an employee wishes to put forth any claim, or seeks redressed of any grievance, he/she must forward his/her case through proper channel.

- **INTERPRETATION:**

The decision of the Board of Management on all questions relating to the interpretation of these rules shall be final.

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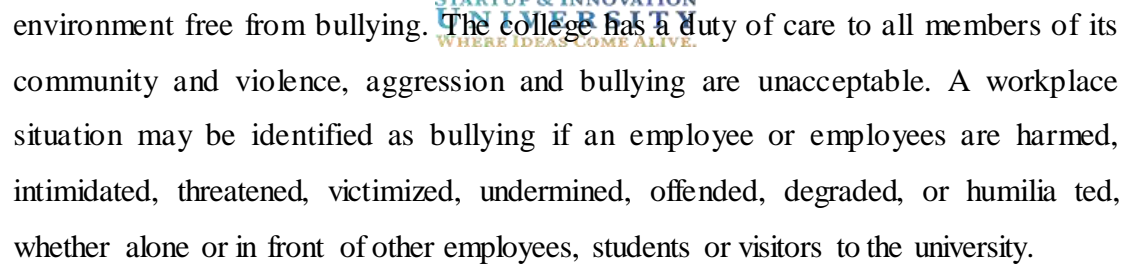


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6. Prevention and Resolution of Campus Ragging/Bullying The institution acknowledges that all employees and students have the right to work and study in an

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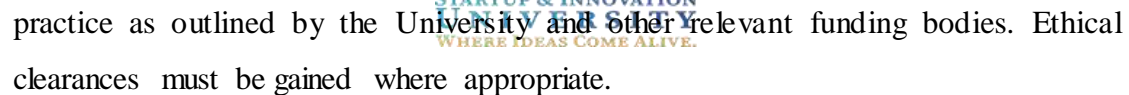
8. Academic Freedom Academic freedom is recognized and protected by college as essential to proper conduct of teaching, research and scholarship. Freedom of intellectual thought and enquiry and open exchange of ideas and evidence are a college core value.

10. Confidentiality Staff members who have access to official / University college documentation and information must take care to maintain the integrity, confidentiality and privacy of such information to protect any individual concerned. Members of the college should also undertake to maintain privacy of oral communications where that has been requested.

a. Fraud and Corruption: The University /college Policy on Fraud and Corruption, in conjunction with the Guidelines for Dealing with Fraud and Corruption at Venus Institute of Physiotherapy, SSIU, clarifies the responsibilities of all college staff in creating an honest, ethical and professional workplace, and outlines the requirements and protocols for raising issues of suspected fraud and corruption and the conducting of investigations.

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13. Communicate opinions to others in a fair and constructive manner.

15. Financial Reporting: All University accounts, financial reports, tax returns, expense must be accurate, clear and complete. All entries in the University/college books and records, including departmental accounts and individual expense reports, must accurately reflect each transaction.

- **FUNCTIONS:**

- **FUNCTIONS OF THE CELL:**

2. To offer service such as counseling, legal aid in case of atrocities against women.

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