



**SIKKIM GOVERNMENT SCIENCE COLLEGE ,CHAKUNG
WEST SIKKIM**

CONQUERING DARKNESS THROUGH WISDOM OF SCIENCE

(Affiliated to Sikkim University)

PROSPECTUS: 2021

SIKKIM GOVERNMENT SCIENCE COLLEGE,CHAKUNG: Profile

The Sikkim Government Science College, Chakung was established in the year 2016 as an institute designed to cater the need of Higher education in the state and meet the growing challenges of the fast changing global scenario in scientific learning.

Far from the madding crowd , the college is ideally situated in the lap of nature and has a unique surrounding as it is nestled, amidst a lush green forest. Located at a pristine, quite and naturally blessed Location, Chakung in the western part of Sikkim it holds sufficient resource and potential to foster itself as an institute of excellence, both vertically and horizontally.

Since its inception, the College has been an epitome of academic excellence, adhering to the ever-changing aspirations and the needs of the student community. The College was inaugurated on 26th of July 2016 and since then it is growing and developing steadily.

The Campus includes an Administrative block with the college library and the auditorium. It has a separate academic block. The college also has a cafeteria for the staffs and students within the campus. Besides the ongoing infrastructural developmental works, a new civil construction is in the verge of completion.

The College is at present affiliated to the Sikkim University (a central university) and follows the academic curriculum designed and prescribed by the university. The medium of instruction is English. Presently the institution runs B.Sc Pass/Honours programmes in five major subjects viz: Mathematics, Physics, Chemistry, Botany and Zoology.

Principal: Dr. Sudhan Pradhan, M.Sc., MTM., CHR., Ph.D.

Vice Principal: Mr. Jivan Subba, M.Sc.,DCA.,SLET

Administrative Officer: Mrs. Kalpana Gurung, M.A, B.Ed

Dean Student Affairs: Mr. Manoj Kr. Pradhan, M.Sc., SLET

Teaching Staff:

Sl.No	Name	Designation	Department
1	Mr. Jivan Subba, M.Sc., DCA., SLET	Asst. Prof.	Physics
2	Mr. Krishna Sharma, M.Sc., JRF/ NET., GATE., SLET	Asst. Prof.	Physics
3	Mr. Clinton Sherpa, M.Sc.	Asst. Prof.	Physics
4	Mr. Chinta Mani Dahal, M.Sc.	Asst. Prof.	Physics
5	Dr. Prem Chandra Rai., M.Sc., Ph.D	Assoc. Prof.	Botany
6	Dr. Rajen Chettri, M.Sc., Ph.D., Post Doc.	Asst. Prof.	Botany
7	Mr. Manoj Kumar Pradhan., M.Sc., SLET	Asst. Prof.	Botany
8	Dr. Jigme Thupden Bhutia, M.Sc., Ph.D., NET., GAT	Asst. Prof.	Chemistry
9	Mr. Indra Kumar Limbu, M.Sc., NET., SLET., B.Ed. E	Asst. Prof.	Chemistry
10	Ms. Puja Karki, M.Sc.,	Asst. Prof.	Chemistry
11	Mr. Ravi Kumar Tamang M.Sc., SLET., PGDCA	Asst. Prof.	Zoology
12	Mr. Bhanu Bhakta Sharma, M.Sc. NET., SLET	Asst. Prof.	Zoology
13	Ms. Puspa Sharma, M.Sc.,	Asst. Prof.	Zoology
14	Ms. Leela Kumari Manger, M.Sc., SLET	Asst. Prof.	Zoology
15	Mr. Suman Tamang, M.Sc., JRF/SLET., NET., B.Ed. Mr.	Asst. Prof.	Mathematics
16	Mr. Dilli Ram Chhetri, M.Sc., NET	Asst. Prof.	Mathematics
17	Jas Bahadur Rai, M.Sc., PGDCA	Asst. Prof.	Mathematics
18	Mr. Umesh Chettri, M.Sc.,	Asst. Prof.	Mathematics
19	Mr. Rakesh Libang, M.A., SLET	Asst. Prof.	EHS/EVS
20	Ms. Mecaull Lepcha M.A., M.Ed., NET	Asst. Prof. (Guest faculty for teaching Compulsory English)	English

Non-Teaching Staffs:

Sl No.	Name of Non-Teaching faculty	Designation
1	Mrs. Kalpana Gurung	ADMINISTRATIVE OFFICER
2	Mr. Upendra Khati	ACCOUNTS CLERK
3	Mrs. Purnima Tamang	LDC
4	Ms. Nilima Gurung	LDC,
5	Mr. Bishal Rai	LDC,
6	Mr. Manjeel Rai	LDC,
7	Ms. Laximi Gurung	LAB INSTRUCTOR
8	Mr. Milan Rai	LAB INSTRUCTOR
9	Mr. Sujit Subba	LAB ATTENDANT
10	Mrs. Babita Chettri	LAB ATTENDANT
11	Mr. Bikash Gurung	LAB ATTENDANT
12	Mrs. Phul Maya Subba	OFFICE ATTENDANT
13	Mrs. Mamta Rai	OFFICE ATTENDANT
14	Ms. Binita Rai	OFFICE ATTENDANT
15	Ms. Tika Maya Gurung	OFFICE ATTENDANT
16	Mr. Somba Singh Limboo	CHOWKIDAR
17	Mr. Prashant Gurung	CHOWKIDAR
18	Ms. Jina Tamang	MALI
19	Mr. Sushil Biswakarma	SAFAIKARMACHARI
20	Ms. Rabina Biswakarma	OFFICE ATTENDANT
21	Mr. Prajay Gurung	CHOWKIDAR
22	Mr. Milan Gurung	PRINCIPAL'S DRIVER
23	Mr. Anil Biswakarma	SAFAIKARMACHARI
24	Yogesh Pirthwar	OFFICE ASSISTANT
25	Nabin Pirthawar	DRIVER
26	Mr. Amir Gurung	OFFICE ATTENDANT

27	Mr. Chenga Tsh. Iepcha	NIGHT GUARD
28	Ms. Marina Cecilia Gurung	LIBRARIAN
29	Ms. Priyanka Chawan	LAB ASSISTANT

<u>Admission Committee 2021-22</u>		
Chairperson:	Dr. S. Pradhan,	Principal
Convenor:	Mr. Manoj Kr. Pradhan,	Dean S.A
Joint Convenor:	Mr. Suman Tamang,	Asst. Prof.
Members (teaching Staff)	Mr. Chhinta Mani Dahal	Asst. Prof
	Mr. Dilli Ram Chhetri	Asst. Prof
Members (Non-teaching Staff)	Mr. Milan Rai	Lab Instructor
	Mr. Bishal Rai	LDC
	Mrs. Binita Rai	Office Attendant, Library
	Mr. Somba Singh Limboo	Chowkidar
	Mr. Sushil Biswakarma	Safaikarmachari

SIKKIM GOVERNMENT SCIENCE COLLEGE, CHAKUNG
Institutional Level Committees, Cells, Council, Units and Clubs
Academic session 2021-22

SL.NO	COMMITTEE/CELL/UNIT/PROG	CONVENOR/COORDINATOR/ Jt. COORDINATOR/PROGRAMME OFFICER
1	College Advisory Committee	Principal., Adm. Officer, Dy. Director (HE)., V. Principal., Dean S.A.,, Panchyat President, Chakung., BDO Chumbung., Mr. Paul Rai (Alumni Member)., Mrs. Sabita Subba (Former Principal B.Ed College, Soreng)., University Nominees
2	College Management Committee	Principal, Adm. Officer, V. Principal., Dean Student Affairs, Convenor Exams Cell, Dr. P.C Rai, Mr. Jas Bdr. Rai, Mrs. Purnima Tamang., Student member:
3	All India Survey on Higher Education Unit, SGSC, Chakung.	1. Nodal officer: Mr. Jas Bdr. Rai
4	Admission Committee	1. Convener: Mr. Manoj Kr. Pradhan 2. Jt. Convenor: Mr. Suman Tamang 3. Members
5	Anti Ragging Committee	1. Convener (Male): Mr. Manoj Kr. Pradhan 2. Convener (Female): Ms. Leela Kri. Manger 3. Anti Ragging Squads and members
6	Career Guidance Cell	1. Coordinators: Dr. P.C Rai & Mr. Krishna Sharma 2. Staff & students Members
7	College Discipline Committee	1. Advisors: V. Principal & Dean S.A 2. Convenor: Mr. Suman Tamang 3. Members: All HODs
8	College Inventory Committee	1. Convenor: Prajay Gurung 2. Member : Mr. Anil Biswakarma
9	College News letter Editorial Board	1. Editor in-Chief: Dr. Sudhan Pradhan, 2. Editors: Dr. P.C Rai., Dr. Rajen Chettri & Mr. Krishna Sharma 3. Student Members
10	College Website Committee	1. Convenor: Mr. Umesh Chettri 2. Editorial/screening/uploading members: Dr. Rajen Chettri / Mr. Krishna Sharma/ Mr. Chhinta Mani Dahal
11	College Bus Committee	1. Convenor: Mr. Dilli Ram Chettri, 2. Student members:
12	Central Fest Financial Management Committee	1. Convenor: Mr. Manoj Kr. Pradhan 2. Members (Teaching/Non teaching and students)
13	Cultural Committee	1. Convenor (Dance): Ms. Pushpa Sharma 2. Convenor (Music): Mr. Clinton Sherpa 3. Staff & student Members
14	ECO-CLUB/ National Green Corps	1. Coordinator: Mr. Jiwan Subba 2. Convenor: Mr. Rakesh Libang Subba 3. Members & Student volunteers
15	Electoral Literary Club	1. Coordinator: Mr. Indra Kumar Limbu 2. Student Members
16	Examination Cell	1. Coordinator: Mr. Ravi Kumar Tamang 2. Jt. Convenor (i): Mr. Jas Bdr Rai

		3 Jt. Convenor(II). Mr. C.M Dahal 4. Office staffs & Members
17	Extension Activity Cell	1. Coordinator: Mr. Rakesh Libang Subba 2. Convenor: Mr. Manjil Rai 3. Student Members
18	Equal Opportunity Cell	1. Coordinator (I): Dr. Jigme T. Bhutia 2. Coordinator (II): Mr. Dilli Ram Chettri 3. Staff & Student Members
19	Gender Sensitization Cell	1. Coordinator(Female): Ms. Leela Kri. Manger 2. Coordinator(Male): Mr. Bhanu Bhakta Sharma 3. Student Members
20	Grievance and Redressal Cell	1. Coordinator (I): Mr. Manoj Kumar Pradhan 2. Coordinator (II) Mr. Ravi Kumar Tamang 3. Student Members
21	Internal Quality Assessment Cell	1. Coordinator : Mr. Ravi Kr. Tamang 2. Staff & student Members
22	Internal Complaint Cell	1. Coordinantor (Male): Dr. Rajen Chettri 2. Coordinator (Female) Ms. Puspa Sharma 3. Student Members
23	Intellectual Property Right Cell	1. Dr. S. Pradhan 2. Staff & Student Members
24	Literary Committee	1. Convenor (I): Mr. Bhanu Bhakta Sharma 2. Convenor (II): Mr. Indra Kumar Limbu 3. Staff & Student Members
25	Library Committee	1. Convenor (PCM): Dr. Jigme T. Bhutia 2. Convenor(CBZ): Ms. Leela Kri. Manger 3. Coordinator: Librarian 4. Student Members
27	NSS UNIT - I	1. Programme Officer: Dr. Jigme T. Bhutia 2. NSS Volunteers
28	NSS UNIT - II	3. Programme Officer : Mr. Indra Kr. Limbu 4. NSS Volunteers
29	PFMS/ EAT Module Trained Faculty	1. Mr. Dilli Ram Chhetri
30	Routine Committee	1. Convenor: Ms. Puja Karki 2. Jt. Convenor: Mr. Suman Tamang
31	Students' Counseling Cell	1. Coordinator(Male): Dr. P.C Rai 2. Coordinator(Female): Ms. Puja Karki (V. Principal & Dean S.A as Advisors) 3. Student Members
32	Sports Committee	1. Convenor: Mr. Suman Tamang 2. Jt. Convenor: Mr. Sujeet Subba 3. Staff & Student Members
33	Student Counseling System	1. Convenor: Mr. Jiwana Subba 2. Jt. Convenor(I):Mr. Krishna Sharma 3. Jt. Conveor (II): Ms. Puja Karki
34	Students' Attendance Committee	All HODs
35	Student Representative Council	SRC executives working within the framework of the SRC constitution.

Note:

1. **Principal of the institution as the Chairperson of all committees, cells, units, clubs and councils as enlisted and notified above.**
2. **Vice Principal and Dean of S.A as the advisors of all committees, cells, units, clubs and councils as enlisted and notified above.**

-Sd-
Principal

Programmes Offered

The college offers the following undergraduate programmes:

B.Sc. Honours Programme in: Botany, Chemistry, Mathematics, Physics and Zoology

Eligibility: As prescribed by the Government time to time: (Condition Apply): (Merit/ Entrance test/Seat Capacity/Category etc.)

Academic Calendar: As prescribed by the Affiliating University / College

Evaluation Pattern : As prescribed by the university, time to time.

Attendance: Students must attend a minimum of 75 % of the class lectures. Students whose attendance fall below the mandatory 75% will not be allowed to appear for the end semester examination.

Regulations on conduct of Examination : As prescribed by the Sikkim University, time to time.

Withdrawal of Admission: Students will generally be discouraged to withdraw the admission or get themselves transferred from one college to the other. Under genuine circumstances if any student wishes to withdraw the admission for good, she/he will have to apply to the Principal in writing. She/he should compulsorily surrender all the documents issued by the college and eventually their names and roll number will be permanently removed from the college academic rolls.

Students admitted to the first semester, who desires to withdraw their admission for good, will have to apply for withdrawal of admission within 15 days from the date of admission. This will help the Government/institution to help admit any other needy and aspirant candidate in the pipe line within the due date of admission as prescribed by the Government /Institution/ University. This will also avoid damage of limited seat available in the institution for needy and meritorious students of the state. As observed, otherwise the seat left vacant after withdrawal will remain vacant for the whole three years thereby depriving needy students the opportunity and facility of higher education in the state.

COLLEGE RULES AND REGULATIONS/ MODEL CODE OF CONDUCT / STATUTES RELATING TO MAINTENANCE OF DISCIPLINE:

1. Students must observe and follow all the rules, regulations and tradition of the College and the Government.
2. Students must conduct themselves befitting their status as a student of Sikkim Government Science College, Chakung, both within and outside the campus. For their behaviors within the campus they are directly answerable to the institution/institutional authority/rules and regulations of the institution/ law/parents/authorities in the Government and anything outside the campus they are answerable to the Law/society/family/parents/self/institution.
3. Insubordination or misconduct of any kind, indecent gesture or remarks, offensive graffiti or pestering, provocative, abusive and alike or any other such words or actions or writings that creates unrest in any individual or group, community etc. will be viewed as a serious breach of discipline. Such case will be dealt with, seriously and the defaulter will be liable to be expelled from the college without any notice or information.
4. Smoking, gambling, use or possession of alcohol/abusive substance/drug by any student is prohibited at all times and will be subject to the regulations and law of the government. Such cases, regardless of circumstances will result in immediate expulsion without any further appeal for readmission.
5. Students are expected to acquaint themselves regularly with the information and notices displayed in the notice boards.
6. Collection of fund of any form is strictly prohibited in the college. Under genuine situation and cause students shall apply to the Principal who will examine the matter and decide accordingly.

7. Under any circumstances, no student/staff/employee will be allowed to hold meeting or rally , invite personal guests or arrange meeting for any person to address any gathering in the campus without the prior permission of the institutional authority and the Government (condition apply).
8. Unauthorized use of cell phone in the restricted zones (Class room, Laboratories, library, administrative offices and staff rooms) are strictly prohibited. All are required to keep the cell phones in silent mode.
9. Students must carry their identity card with them at all times as they may be asked to produce the same at any time by the college authorities and authorized person(s) of the college or Government.
10. Any person, people or students other than the authorized official /staff, if found mis-handling the college gate and the institutional property, will be automatically subjected to law and the Police.
11. Students shall abide by all the guidelines and rules framed and established by the Government and the institution at any relevant point of time updated/amended for all matters pertaining to the maintenance of discipline in the institution.
12. Students living on their own must make satisfactory living arrangement. All students should have local guardian approved by the Principal. Students shall at all time respect the social norms, ethics, tradition, culture of place and the people.

13. STATUTES RELATING TO MAINTENANCE OF DISCIPLINE AMONGST THE STUDENTS/VISITORS OF THE COLLEGE

1. Powers relating to discipline and disciplinary action are vested in the Discipline Committee appointed by the Principal. Further, every member of the staff has authority to prevent disorderly behavior in the premises of college.

2. Without prejudice to the generality of power to enforce discipline under the ordinances, the following shall amount to acts of gross indiscipline:

- a. Coming to college without proper college uniform.
- b. Physical assault or threat to use physical force against any member of the teaching, non teaching staff of the college or against any student or member of public within the premises of the college.
- c. Carrying or threats to use any weapon with an intention to cause injury to any student, staffs/visitors of the college.
- d. Any violation of the provisions of the Civil Rights Protection Act, 1976, Violation of the status, dignity and honour of any student or person.
- e. Any practice, whether verbal or otherwise, derogatory to women.
- f. Attempt to bribery or corruption in any manner.
- g. Willful destruction of college property.
- h. Creating ill will or intolerance on religious or communal grounds or anything similar that disrupts the harmony and brotherhood.

13. Students shall observe all safety precautions. The college is not responsible for any accident of whatever nature in the college, playground, educational tour/trip, workshop or any other programme of the college.

14. The students are prohibited to take part in ragging or any activity, personal/political/social which is detrimental to the dignity & discipline of the college. Any student found violating the rule or bringing disrespect to the college will be expelled from the college.

15. Unauthorized entry within the college premises is strictly prohibited. If any person is found within the college premises without prior permission and he or she fails to satisfy the Discipline Committee about the intent of his /her visit, then it will be considered as a violation of the conduct of the college and their case may be reported to the nearest police station/outpost.

16. At the time of the admission, every student shall be required to sign a declaration that on admission he /she submits himself /herself to the disciplinary jurisdiction of the Discipline Committee and other authorities of the college who may be vested with the authority to exercise discipline under the rules and regulations that have been framed by the college.

17. For instance: If there is a case against a student for a possible breach of Model Code of Conduct then a committee will have to be formed to recommend a suitable disciplinary action who will inquire into the alleged violation and accordingly suggest action to be taken against the said student(s). The committee may meet with the student to ascertain the misconduct and suggest one or more of the following disciplinary actions based on the nature and gravity of misconduct.

1. **WARNING:** Indicating that the action of the said delinquent student was in violation of the Code of conduct and any further acts of misconduct shall result in severe disciplinary action.
2. **RESTRICTIONS:** Reprimanding & restricting access to various facilities on the campus for a specified period of time
3. **COMMUNITY SERVICE;** For a specific period of time to be extended if need be. However any future misconduct along with failure to comply with any condition imposed may lead to severe disciplinary action, including suspension or expulsion.
4. **MONETARY PENALTY:** May include suspension or forfeiture of scholarships/fellowships for specific period of time.
5. **SUSPENSION:** A student, may be suspended for a specified period of time which will entail prohibition on participating in student related activities, classes, programmes etc. Additionally, students will be forbidden to use various institutional facilities unless permission is obtained from the competent authority. Suspension may also follow by possible dismissal along with the following additional penalties:
(i) Inability to reapply for admission to the institute for a period years
6. **EXPULSION:** Expulsion of a student from the institution: Indicating prohibition from entering the institute premises or participating in any student related activities or campus residences etc..

University Registration:

Affiliating University will issue University registration certificate to all such eligible students who individually apply for university registration through submission of prescribed filled in form, payment of registration fees and completion of other necessary formalities as prescribed by the university, time to time.

College uniform:

Students shall every day, come to the college in proper college uniform. It is also mandatory in all administrative and academic affairs.

Uniform / Dress Code:

Pants: Dark grey

Shirt: Pure white

Blazer: Ash Grey with college Monogram

Cardigan : Black & sleeveless

Shoes : Black

Shocks: Black

Tie: Grey, white and black banded.

Extra Curricular Activities:

At Sikkim Government Science College, Chakung, students can take the opportunity of being an active participant, contributor, innovator, achiever and many more of the following:

1. Eco Club/ National Green Club.,
2. National Service Scheme (NSS)
3. Student Representative Council
4. Intellectual property Right Cell and

5. Many other committees, clubs, units and cells constituted in the institution.

Sports ,Games ,Cultural & Literary Activities:

The games and sports activities are conducted by the College Sports committee. Tournaments & competitions are organized for the students inside the college and also participated outside the institution. Similarly cultural and Literary activities are organized under the supervision of Cultural Committee and Literary committee respectively. Varieties of Events, activities, competitions are organized and held inside the college and opportunities are provided to the students to participate outside the college as well.

Transport:

The college bus is managed and maintained by College Bus Management Committee. The committee consists of one of the faculty members as convenor, non-teaching staffs and students from amongst the commuters. For its effective functioning the committee collectively prescribes necessary guidelines, advisory and instruction for the commuters. As such the bus plies between Soreng bazaar gate and the college gate at a fixed schedule as designed & prescribed by the committee in consultation with the commuters.

Library Rules:

1. Students are not allowed in the college library without valid college identity card.
2. Books are issued for a period of 07 days extendable for a further period of 3 days.
3. An over due charge of Rs. 2/= per book per day will be charged on books beyond the stipulated time.
4. For loss or damage of books students have to either replace the same book of latest edition or will have to pay triple the amount of the book.
5. A student who loses the library card and identity card shall submit a written application to the Principal with a copy of FIR documents. A duplicate card will be issued only on payment of Rs 50/=
6. Library membership card and college identity card need to be promptly renewed after successful completion of each semester.
7. Within the library all students must maintain complete silence and discipline.
8. Unauthorized use of cell phone in the restricted zones (Class room, Laboratories, library, administrative offices and staff rooms) are strictly prohibited. All are required to keep the cell phones in silent mode.
9. Use of any kind of gadgets other than those required for learning is not permitted inside the Library.
10. All must ensure and contribute in keeping the library clean and tidy and its furniture in proper order after its use.
11. Discussion, argument and debate , sleeping and gossip inside the Library is strictly prohibited.

Correspondence:

Any official correspondence being made by students should invariably include her/his name, semester, roll no and mobile number(if any).

Request for Character certificate or any such recommendations must be made in writing to the Principal with full college bio-data of the concerned student and purpose of its requirement and to be submitted in advance to the office of the principal.

Student should first contact the Vice Principal and Coordinator/Jt. Convenor Exam cell for university & examination related queries and clarifications. Similarly they should first contact Dean of Student Affairs for other internal matters pertaining to the student affairs. In the absence of above competent authorities and if the problem/ confusion is left unsolved they shall immediately report to the office of the Principal.

STUDENT SLIP COME IDENTITY CARD:

All students of Sikkim Government Science College, Chakung will be issued Students' Slip cum Identity card. All registered students are required to be in possession of valid identity card every day and she or he shall produce it as and when required by the college administration, management, college discipline committee and any other authorized person. Students shall renew this card every time she or he is promoted to the immediate next semester by producing the recent, valid and relevant admission fee slip / approval slip issued by the admission committee or staff deputed for the job the college library.

Please Note: all students who are/ will be selected, enrolled and admitted to Sikkim Government Science College, Chakung through the prescribed procedure of the Government are necessarily required to abide by the guidelines, rules and regulations prescribed in the prospectus or notified by the institution whenever required and amended time to time. They are further required to abide by the guidelines prescribed by the affiliating university.

Fee structure and payable mount (if any) will be as per the Government notification(s) and the notifications issued by the affiliating University.



Important Phone Numbers and email Ids		
Principal:	7872887127	sgsc.chakung@gmail.com
Vice Principal	9647880666	wanjisubba@gmail.com
Dean of Student Affairs	7479065995	pradhanmanoj07@yahoo.com
Convenor Admission Committee	7479065995,	pradhanmanoj07@yahoo.com
Jt. Convenor Admission committee Member	8145156993, 9735087504	sumannijanandi91@gmail.com cmdahal123@gmail.com
Coordinator Exams Cell	9593576067	ravi.tamang47@yahoo.com
LDC	8101044570	
Chowkidar	9593988683, 8388946501	
Chakung Out Post Officer In-Charge:	9593136328	

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**UNIVERSITY GRANTS COMMISSION
BAHADURSHAH ZAFAR MARG
NEW DELHI – 110 002**

**UGC REGULATIONS ON CURBING THE MENACE OF RAGGING IN
HIGHER EDUCATIONAL INSTITUTIONS, 2009.**

(under Section 26 (1)(g) of the University Grants Commission Act, 1956)

(TO BE PUBLISHED IN THE GAZETTE OF INDIA PART III, SECTION-4)

F.1-16/2007(CPP-II)

Dated 17th June, 2009.

PREAMBLE.

In view of the directions of the Hon'ble Supreme Court in the matter of "University of Kerala v/s. Council, Principals, Colleges and others" in SLP no. 24295 of 2006 dated 16.05.2007 and that dated 8.05.2009 in Civil Appeal number 887 of 2009, and in consideration of the determination of the Central Government and the University Grants Commission to prohibit, prevent and eliminate the scourge of ragging including any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student, or indulging in rowdy or undisciplined activities by any student or students which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in any fresher or any other student or asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student, with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student, in all higher education institutions in the country, and thereby, to provide for the healthy development, physically and psychologically, of all students, the University Grants Commission, in consultation with the Councils, brings forth this Regulation.

In exercise of the powers conferred by Clause (g) of sub-section (1) of Section 26 of the University Grants Commission Act, 1956, the University Grants Commission hereby makes the following Regulations, namely;

1. Title, commencement and applicability.-

1.1 These regulations shall be called the "UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009".

1.2 They shall come into force from the date of their publication in the Official Gazette.

1.3 They shall apply to all the institutions coming within the definition of an University under sub-section (f) of section (2) of the University Grants Commission Act, 1956, and to all institutions deemed to be a university under Section 3 of the University Grants Commission Act, 1956, to all other higher educational institutions, or elements of such universities or institutions, including its departments, constituent units and all the premises, whether being academic, residential, playgrounds, canteen, or other such premises of such universities, deemed universities and higher educational institutions, whether located within the campus or outside, and to all means of transportation of students, whether public or private, accessed by students for the pursuit of studies in such universities, deemed universities and higher educational institutions.

2. Objectives.-

To prohibit any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student, or indulging in rowdy or undisciplined activities by any student or students which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in any fresher or any other student or asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student, with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or

any other student; and thereby, to eliminate ragging in all its forms from universities, deemed universities and other higher educational institutions in the country by prohibiting it under these Regulations, preventing its occurrence and punishing those who indulge in ragging as provided for in these Regulations and the appropriate law in force.

3. What constitutes Ragging.- Ragging constitutes one or more of any of the following acts:

- a. any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student;
- b. indulging in rowdy or indisciplined activities by any student or students which causes or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student;
- c. asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student;
- d. any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other student or a fresher;
- e. exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students.
- f. any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students;
- g. any act of physical abuse including all variants of it: sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person;
- h. any act or abuse by spoken words, emails, post, public insults which would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture to fresher or any other student ;
- i. any act that affects the mental health and self-confidence of a fresher or any other student with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student.

4. Definitions.-

- 1) In these regulations unless the context otherwise requires,-
 - a) "Act" means, the University Grants Commission Act, 1956 (3 of 1956);
 - b) "Academic year" means the period from the commencement of admission of students in any course of study in the institution up to the completion of academic requirements for that particular year.
 - c) "Anti-Ragging Helpline" means the Helpline established under clause (a) of Regulation 8.1 of these Regulations.
 - d) "Commission" means the University Grants Commission;
 - e) "Council" means a body so constituted by an Act of Parliament or an Act of any State Legislature for setting, or co-ordinating or maintaining standards in the relevant areas of higher education, such as the All India Council for Technical Education (AICTE), the Bar Council of India (BCI), the Dental Council of India (DCI), the Distance Education Council (DEC), the Indian Council of Agricultural Research (ICAR), the Indian Nursing Council (INC), the Medical Council of India (MCI), the National Council for Teacher Education (NCTE), the Pharmacy Council of India (PCI), etc. and the State Higher Education Councils.
 - f) "District Level Anti-Ragging Committee" means the Committee, headed by the District Magistrate, constituted by the State Government, for the control and elimination of ragging in institutions within the jurisdiction of the district.
 - g) "Head of the institution" means the Vice-Chancellor in case of a university or a deemed to be university, the Principal or the Director or such other designation as the executive head of the institution or the college is referred.
 - h) "Fresher" means a student who has been admitted to an institution and who is undergoing his/her first year of study in such institution.
 - i) "Institution" means a higher educational institution including, but not limited to an university, a deemed to be university, a college, an institute, an institution of national importance set up by an Act of Parliament or a constituent unit of such institution, imparting higher education beyond 12 years of schooling leading to, but not necessarily culminating in, a degree (graduate, postgraduate and/or higher level) and/or to a university diploma.

- j) "NAAC" means the National Academic and Accreditation Council established by the Commission under section 12(ccc) of the Act;
- k) "State Level Monitoring Cell" means the body constituted by the State Government for the control and elimination of ragging in institutions within the jurisdiction of the State, established under a State Law or on the advice of the Central Government, as the case may be.
- (2) Words and expressions used and not defined herein but defined in the Act or in the General Clauses Act, 1897, shall have the meanings respectively assigned to them in the Act or in the General Clauses Act, 1897, as the case may be.

5. Measures for prohibition of ragging at the institution level:-

- a) No institution or any part of it thereof, including its elements, including, but not limited to, the departments, constituent units, colleges, centres of studies and all its premises, whether academic, residential, playgrounds, or canteen, whether located within the campus or outside, and in all means of transportation of students, whether public or private, accessed by students for the pursuit of studies in such institutions, shall permit or condone any reported incident of ragging in any form; and all institutions shall take all necessary and required measures, including but not limited to the provisions of these Regulations, to achieve the objective of eliminating ragging, within the institution or outside,
- b) All institutions shall take action in accordance with these Regulations against those found guilty of ragging and/or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.

6 Measures for prevention of ragging at the institution level.-

6.1 An institution shall take the following steps in regard to admission or registration of students; namely,

- a) Every public declaration of intent by any institution, in any electronic, audiovisual or print or any other media, for admission of students to any course of study shall expressly provide that ragging is totally prohibited in the institution, and anyone found guilty of ragging and/or abetting ragging, whether actively or passively, or being a part of a conspiracy to promote ragging, is liable to be punished in accordance with these Regulations as well as under the provisions of any penal law for the time being in force.
- b) The brochure of admission/instruction booklet or the prospectus, whether in print or electronic format, shall prominently print these Regulations in full. Provided that the institution shall also draw attention to any law concerning ragging and its consequences, as may be applicable to the institution publishing such brochure of admission/instruction booklet or the prospectus.
- Provided further that the telephone numbers of the Anti-Ragging Helpline and all the important functionaries in the institution, including but not limited to the Head of the institution, faculty members, members of the Anti-Ragging Committees and Anti-Ragging Squads, District and Sub-Divisional authorities, Wardens of hostels, and other functionaries or authorities where relevant, shall be published in the brochure of admission/instruction booklet or the prospectus.
- c) Where an institution is affiliated to a University and publishes a brochure of admission/instruction booklet or a prospectus, the affiliating university shall ensure that the affiliated institution shall comply with the provisions of clause (a) and clause (b) of Regulation 6.1 of these Regulations.
- d) The application form for admission, enrolment or registration shall contain an affidavit, mandatorily in English and in Hindi and/or in one of the regional languages known to the applicant, as provided in the English language in Annexure I to these Regulations, to be filled up and signed by the applicant to the effect that he/she has read and understood the provisions of these Regulations as well as the provisions of any other law for the time being in force, and is aware of the prohibition of ragging and the punishments prescribed, both under penal laws as well as under these Regulations and also affirm to the effect that he/she has not been expelled and/or debarred by any institution and further aver that he/she would not indulge, actively or passively, in the act or abet the act of ragging and if found guilty of ragging and/or abetting ragging, is liable to be proceeded against under these Regulations or under any penal law or any other law for the time being in force and such action would include but is not limited to debarment or expulsion of such student.
- e) The application form for admission, enrolment or registration shall contain an affidavit, mandatorily in English and in Hindi and/or in one of the regional languages known to the parents/guardians of the applicant, as provided in the English language in

Annexure I to these Regulations, to be filled up and signed by the parents/guardians of the applicant to the effect that he/she has read and understood the provisions of these Regulations as well as the provisions of any other law for the time being in force, and is aware of the prohibition of ragging and the punishments prescribed, both under penal laws as well as under these Regulations and also affirm to the effect that his/her ward has not been expelled and/or debarred by any institution and further aver that his/her ward would not indulge, actively or passively, in the act or abet the act of ragging and if found guilty of ragging and/or abetting ragging, his/her ward is liable to be proceeded against under these Regulations or under any penal law or any other law for the time being in force and such action would include but is not limited to debarment or expulsion of his/her ward.

f) The application for admission shall be accompanied by a document in the form of, or annexed to, the School Leaving Certificate/Transfer Certificate/Migration Certificate/Character Certificate reporting on the inter-personal/social behavioural pattern of the applicant, to be issued by the school or institution last attended by the applicant, so that the institution can thereafter keep watch on the applicant, if admitted, whose behaviour has been commented in such document.

g) A student seeking admission to a hostel forming part of the institution, or seeking to reside in any temporary premises not forming part of the institution, including a private commercially managed lodge or hostel, shall have to submit additional affidavits countersigned by his/her parents/guardians in the form prescribed in Annexure I and Annexure II to these Regulations respectively along with his/her application.

h) Before the commencement of the academic session in any institution, the Head of the Institution shall convene and address a meeting of various functionaries/agencies, such as Hostel Wardens, representatives of students, parents/ guardians, faculty, district administration including the police, to discuss the measures to be taken to prevent ragging in the institution and steps to be taken to identify those indulging in or abetting ragging and punish them.

i) The institution shall, to make the community at large and the students in particular aware of the dehumanizing effect of ragging, and the approach of the institution towards those indulging in ragging, prominently display posters depicting the provisions of penal law applicable to incidents of ragging, and the provisions of these Regulations and also any other law for the time being in force, and the punishments thereof, shall be prominently displayed on Notice Boards of all departments, hostels and other buildings as well as at places, where students normally gather and at places, known to be vulnerable to occurrences of ragging incidents.

j) The institution shall request the media to give adequate publicity to the law prohibiting ragging and the negative aspects of ragging and the institution's resolve to ban ragging and punish those found guilty without fear or favour.

k) The institution shall identify, properly illuminate and keep a close watch on all locations known to be vulnerable to occurrences of ragging incidents.

l) The institution shall tighten security in its premises, especially at vulnerable places and intense policing by Anti-Ragging Squad, referred to in these Regulations and volunteers, if any, shall be resorted to at such points at odd hours during the first few months of the academic session.

m) The institution shall utilize the vacation period before the start of the new academic year to launch a publicity campaign against ragging through posters, leaflets and such other means, as may be desirable or required, to promote the objectives of these Regulations.

n) The faculties/departments/units of the institution shall have induction arrangements, including those which anticipate, identify and plan to meet any special needs of any specific section of students, in place well in advance of the beginning of the academic year with an aim to promote the objectives of this Regulation.

o) Every institution shall engage or seek the assistance of professional counsellors before the commencement of the academic session, to be available when required by the institution, for the purposes of offering counseling to freshers and to other students after the commencement of the academic year.

p) The head of the institution shall provide information to the local police and local authorities, the details of every privately commercially managed hostels or lodges used for residential purposes by students enrolled in the institution and the head of the institution shall also ensure that the Anti-Ragging Squad shall ensure vigil in such locations to prevent the occurrence of ragging therein.

6.2 An institution shall, on admission or enrolment or registration of students, take the following steps, namely;

- a) Every fresh student admitted to the institution shall be given a printed leaflet detailing to whom he/she has to turn to for help and guidance for various purposes including addresses and telephone numbers, so as to enable the student to contact the concerned person at any time, if and when required, of the Anti-Ragging Helpline referred to in these Regulations, Wardens, Head of the institution, all members of the anti-ragging squads and committees, relevant district and police authorities.
- b) The institution, through the leaflet specified in clause (a) of Regulation 6.2 of these Regulations shall explain to the freshers, the arrangements made for their induction and orientation which promote efficient and effective means of integrating them fully as students with those already admitted to the institution in earlier years.
- c) The leaflet specified in clause (a) of Regulation 6.2 of these Regulations shall inform the freshers about their rights as bona fide students of the institution and clearly instructing them that they should desist from doing anything, with or against their will, even if ordered to by the seniors students, and that any attempt of ragging shall be promptly reported to the Anti-ragging Squad or to the Warden or to the Head of the institution, as the case may be.
- d) The leaflet specified in clause (a) of Regulation 6.2 of these Regulations shall contain a calendar of events and activities laid down by the institution to facilitate and complement familiarization of freshers with the academic environment of the institution.
- e) The institution shall, on the arrival of senior students after the first week or after the second week, as the case may be, schedule orientation programmes as follows, namely; (i) joint sensitization programme and counselling of both freshers and senior students by a professional counsellor, referred to in clause (o) of Regulation 6.1 of these Regulations; (ii) joint orientation programme of freshers and seniors to be addressed by the Head of the institution and the anti-ragging committee; (iii) organization on a large scale of cultural, sports and other activities to provide a platform for the freshers and seniors to interact in the presence of faculty members; (iv) in the hostel, the warden should address all students; and may request two junior colleagues from the college faculty to assist the warden by becoming resident tutors for a temporary duration. (v) as far as possible faculty members should dine with the hostel residents in their respective hostels to instil a feeling of confidence among the freshers.
- f) The institution shall set up appropriate committees, including the course-incharge, student advisor, Wardens and some senior students as its members, to actively monitor, promote and regulate healthy interaction between the freshers, junior students and senior students.
- g) Freshers or any other student(s), whether being victims, or witnesses, in any incident of ragging, shall be encouraged to report such occurrence, and the identity of such informants shall be protected and shall not be subject to any adverse consequence only for the reason for having reported such incidents.
- h) Each batch of freshers, on arrival at the institution, shall be divided into small groups and each such group shall be assigned to a member of the faculty, who shall interact individually with each member of the group every day for ascertaining the problems or difficulties, if any, faced by the fresher in the institution and shall extend necessary help to the fresher in overcoming the same.
- i) It shall be the responsibility of the member of the faculty assigned to the group of freshers, to coordinate with the Wardens of the hostels and to make surprise visits to the rooms in such hostels, where a member or members of the group are lodged; and such member of faculty shall maintain a diary of his/her interaction with the freshers under his/her charge.
- j) Freshers shall be lodged, as far as may be, in a separate hostel block, and where such facilities are not available, the institution shall ensure that access of seniors to accommodation allotted to freshers is strictly monitored by wardens, security guards and other staff of the institution.
- k) A round the clock vigil against ragging in the hostel premises, in order to prevent ragging in the hostels after the classes are over, shall be ensured by the institution.
- l) It shall be the responsibility of the parents/guardians of freshers to promptly bring any instance of ragging to the notice of the Head of the Institution.
- m) Every student studying in the institution and his/her parents/guardians shall provide the specific affidavits required under clauses (d), (e) and (g) of Regulation 6.1 of these Regulations at the time of admission or registration, as the case may be, during each academic year.

n) Every institution shall obtain the affidavit from every student as referred to above in clause (m) of Regulation 6.2 and maintain a proper record of the same and to ensure its safe upkeep thereof, including maintaining the copies of the affidavit in an electronic form, to be accessed easily when required either by the Commission or any of the Councils or by the institution or by the affiliating University or by any other person or organisation authorised to do so.

o) Every student at the time of his/her registration shall inform the institution about his/her place of residence while pursuing the course of study, and in case the student has not decided his/her place of residence or intends to change the same, the details of his place of residence shall be provided immediately on deciding the same; and specifically in regard to a private commercially managed lodge or hostel where he/she has taken up residence.

p) The Head of the institution shall, on the basis of the information provided by the student under clause (o) of Regulation 6.2, apportion sectors to be assigned to members of the faculty, so that such member of faculty can maintain vigil and report any incident of ragging outside the campus or en route while commuting to the institution using any means of transportation of students, whether public or private.

q) The Head of the institution shall, at the end of each academic year, send a letter to the parents/guardians of the students who are completing their first year in the institution, informing them about these Regulations and any law for the time being in force prohibiting ragging and the punishments thereof as well as punishments prescribed under the penal laws, and appealing to them to impress upon their wards to desist from indulging in ragging on their return to the institution at the beginning of the academic session next.

6.3 Every institution shall constitute the following bodies; namely,

a) Every institution shall constitute a Committee to be known as the Anti-Ragging Committee to be nominated and headed by the Head of the institution, and consisting of representatives of civil and police administration, local media, Non Government Organizations involved in youth activities, representatives of faculty members, representatives of parents, representatives of students belonging to the freshers' category as well as senior students, non-teaching staff; and shall have a diverse mix of membership in terms of levels as well as gender.

b) It shall be the duty of the Anti-Ragging Committee to ensure compliance with the provisions of these Regulations as well as the provisions of any law for the time being in force concerning ragging; and also to monitor and oversee the performance of the Anti-Ragging Squad in prevention of ragging in the institution.

c) Every institution shall also constitute a smaller body to be known as the Anti-Ragging Squad to be nominated by the Head of the Institution with such representation as may be considered necessary for maintaining vigil, oversight and patrolling functions and shall remain mobile, alert and active at all times. Provided that the Anti-Ragging Squad shall have representation of various members of the campus community and shall have no outside representation.

d) It shall be the duty of the Anti-Ragging Squad to be called upon to make surprise raids on hostels, and other places vulnerable to incidents of, and having the potential of, ragging and shall be empowered to inspect such places.

e) It shall also be the duty of the Anti-Ragging Squad to conduct an on-the-spot enquiry into any incident of ragging referred to it by the Head of the institution or any member of the faculty or any member of the staff or any student or any parent or guardian or any employee of a service provider or by any other person, as the case may be; and the enquiry report along with recommendations shall be submitted to the Anti-Ragging Committee for action under clause (a) of Regulation 9.1.

Provided that the Anti-Ragging Squad shall conduct such enquiry observing a fair and transparent procedure and the principles of natural justice and after giving adequate opportunity to the student or students accused of ragging and other witnesses to place before it the facts, documents and views concerning the incident of ragging, and considering such other relevant information as may be required.

f) Every institution shall, at the end of each academic year, in order to promote the objectives of these Regulations, constitute a Mentoring Cell consisting of students volunteering to be Mentors for freshers, in the succeeding academic year; and there shall be as many levels or tiers of Mentors as the number of batches in the institution, at the rate of one Mentor for six freshers and one Mentor of a higher level for six Mentors of the lower level.

g) Every University shall constitute a body to be known as Monitoring Cell on Ragging, which shall coordinate with the affiliated colleges and institutions under the domain of

the University to achieve the objectives of these Regulations; and the Monitoring Cell shall call for reports from the Heads of institutions in regard to the activities of the Anti-Ragging Committees, Anti - Ragging Squads, and the Mentoring Cells at the institutions, and it shall also keep itself abreast of the decisions of the District level Anti-Ragging Committee headed by the District Magistrate.

h) The Monitoring Cell shall also review the efforts made by institutions to publicize anti-ragging measures, soliciting of affidavits from parents/guardians and from students, each academic year, to abstain from ragging activities or willingness to be penalized for violations; and shall function as the prime mover for initiating action on the part of the appropriate authorities of the university for amending the Statutes or Ordinances or Bye-laws to facilitate the implementation of antiragging measures at the level of the institution.

6.4 Every institution shall take the following other measures, namely;

a) Each hostel or a place where groups of students reside, forming part of the institution, shall have a full-time Warden, to be appointed by the institution as per the eligibility criteria laid down for the post reflecting both the command and control aspects of maintaining discipline and preventing incidents of ragging within the hostel, as well as the softer skills of counselling and communicating with the youth outside the class-room situation; and who shall reside within the hostel, or at the very least, in the close vicinity thereof.

b) The Warden shall be accessible at all hours and be available on telephone and other modes of communication, and for the purpose the Warden shall be provided with a mobile phone by the institution, the number of which shall be publicised among all students residing in the hostel.

c) The institution shall review and suitably enhance the powers of Wardens; and the security personnel posted in hostels shall be under the direct control of the Warden and their performance shall be assessed by them.

d) The professional counsellors referred to under clause (o) of Regulation 6.1 of these Regulations shall, at the time of admission, counsel freshers and/or any other student(s) desiring counselling, in order to prepare them for the life ahead, particularly in regard to the life in hostels and to the extent possible, also involve parents and teachers in the counselling sessions.

e) The institution shall undertake measures for extensive publicity against ragging by means of audio-visual aids, counselling sessions, workshops, painting and design competitions among students and such other measures, as it may deem fit.

f) In order to enable a student or any person to communicate with the Anti- Ragging Helpline, every institution shall permit unrestricted access to mobile phones and public phones in hostels and campuses, other than in class-rooms, seminar halls, library, and in such other places that the institution may deem it necessary to restrict the use of phones.

g) The faculty of the institution and its non-teaching staff, which includes but is not limited to the administrative staff, contract employees, security guards and employees of service providers providing services within the institution, shall be sensitized towards the ills of ragging, its prevention and the consequences thereof. h) The institution shall obtain an undertaking from every employee of the institution including all teaching and non-teaching members of staff, contract labour employed in the premises either for running canteen or as watch and ward staff or for cleaning or maintenance of the buildings/lawns and employees of service providers providing services within the institution, that he/she would report promptly any case of ragging which comes to his/her notice.

i) The institution shall make a provision in the service rules of its employees for issuing certificates of appreciation to such members of the staff who report incidents of ragging, which will form part of their service record.

j) The institution shall give necessary instructions to the employees of the canteens and messing, whether that of the institution or that of a service provider providing this service, or their employers, as the case may be, to keep a strict vigil in the area of their work and to report the incidents of ragging to the Head of the institution or members of the Anti-Ragging Squad or members of the Anti-Ragging Committee or the Wardens, as may be required.

k) All Universities awarding a degree in education at any level, shall be required to ensure that institutions imparting instruction in such courses or conducting training programme for teachers include inputs relating to antiragging and the appreciation of

the relevant human rights, as well as inputs on topics regarding sensitization against corporal punishments and checking of bullying amongst students, so that every teacher is equipped to handle at least the rudiments of the counselling approach.

l) Discreet random surveys shall be conducted amongst the freshers every fortnight during the first three months of the academic year to verify and crosscheck whether the institution is indeed free of ragging or not and for the purpose the institution may design its own methodology of conducting such surveys.

m) The institution shall cause to have an entry, apart from those relating to general conduct and behaviour, made in the Migration/Transfer Certificate issued to the student while leaving the institution, as to whether the student has been punished for committing or abetting an act of ragging, as also whether the student has displayed persistent violent or aggressive behaviour or any inclination to harm others, during his course of study in the institution.

n) Notwithstanding anything contained in these Regulations with regard to obligations and responsibilities pertaining to the authorities or members of bodies prescribed above, it shall be the general collective responsibility of all levels and sections of authorities or functionaries including members of the faculty and employees of the institution, whether regular or temporary, and employees of service providers providing service within the institution, to prevent or to act promptly against the occurrence of ragging or any incident of ragging which comes to their notice.

o) The Heads of institutions affiliated to a University or a constituent of the University, as the case may be, shall, during the first three months of an academic year, submit a weekly report on the status of compliance with Anti- Ragging measures under these Regulations, and a monthly report on such status thereafter, to the Vice-Chancellor of the University to which the institution is affiliated to or recognized by.

p) The Vice Chancellor of each University, shall submit fortnightly reports of the University, including those of the Monitoring Cell on Ragging in case of an affiliating university, to the State Level Monitoring Cell.

6. Action to be taken by the Head of the institution.-

On receipt of the recommendation of the Anti Ragging Squad or on receipt of any information concerning any reported incident of ragging, the Head of institution shall immediately determine if a case under the penal laws is made out and if so, either on his own or through a member of the Anti-Ragging Committee authorised by him in this behalf, proceed to file a First Information Report (FIR), within twenty four hours of receipt of such information or recommendation, with the police and local authorities, under the appropriate penal provisions relating to one or more of the following, namely;

- i. Abetment to ragging;
- ii. Criminal conspiracy to rag;
- iii. Unlawful assembly and rioting while ragging;
- iv. Public nuisance created during ragging;
- v. Violation of decency and morals through ragging;
- vi. Injury to body, causing hurt or grievous hurt;
- vii. Wrongful restraint;
- viii. Wrongful confinement;
- ix. Use of criminal force;
- x. Assault as well as sexual offences or unnatural offences;
- xi. Extortion;
- xii. Criminal trespass;
- xiii. Offences against property;
- xiv. Criminal intimidation;
- xv. Attempts to commit any or all of the above mentioned offences against the victim(s);
- xvi. Threat to commit any or all of the above mentioned offences against the victim(s);
- xvii. Physical or psychological humiliation;
- xviii. All other offences following from the definition of "Ragging".

Provided that the Head of the institution shall forthwith report the occurrence of the incident of ragging to the District Level Anti-Ragging Committee and the Nodal officer of the affiliating University, if the institution is an affiliated institution.

Provided further that the institution shall also continue with its own enquiry initiated under clause 9 of these Regulations and other measures without waiting for action on the part of the police/local authorities and such remedial action shall be initiated and completed

immediately and in no case later than a period of seven days of the reported occurrence of the incident of ragging.

8. Duties and Responsibilities of the Commission and the Councils.-

8.1 The Commission shall, with regard to providing facilitating communication of information regarding incidents of ragging in any institution, take the following steps, namely;

a) The Commission shall establish, fund and operate, a toll-free Anti-Ragging Helpline, operational round the clock, which could be accessed by students in distress owing to ragging related incidents.

b) Any distress message received at the Anti-Ragging Helpline shall be simultaneously relayed to the Head of the Institution, the Warden of the Hostels, the Nodal Officer of the affiliating University, if the incident reported has taken place in an institution affiliated to a University, the concerned District authorities and if so required, the District Magistrate, and the Superintendent of Police, and shall also be web enabled so as to be in the public domain simultaneously for the media and citizens to access it.

c) The Head of the institution shall be obliged to act immediately in response to the information received from the Anti-Ragging Helpline as at sub-clause (b) of this clause.

d) The telephone numbers of the Anti-Ragging Helpline and all the important functionaries in every institution, Heads of institutions, faculty members, members of the anti-ragging committees and anti ragging squads, district and sub-divisional authorities and state authorities, Wardens of hostels, and other functionaries or authorities where relevant, shall be widely disseminated for access or to seek help in emergencies.

e) The Commission shall maintain an appropriate data base to be created out of affidavits, affirmed by each student and his/her parents/guardians and stored electronically by the institution, either on its or through an agency to be designated by it; and such database shall also function as a record of ragging complaints received, and the status of the action taken thereon.

f) The Commission shall make available the database to a non-governmental agency to be nominated by the Central Government, to build confidence in the public and also to provide information of non compliance with these Regulations to the Councils and to such bodies as may be authorised by the Commission or by the Central Government.

8.2 The Commission shall take the following regulatory steps, namely;

a) The Commission shall make it mandatory for the institutions to incorporate in their prospectus, the directions of the Central Government or the State Level Monitoring Committee with regard to prohibition and consequences of ragging, and that non-compliance with these Regulations and directions so provided, shall be considered as lowering of academic standards by the institution, therefore making it liable for appropriate action.

b) The Commission shall verify that the institutions strictly comply with the requirement of getting the affidavits from the students and their parents/guardians as envisaged under these Regulations.

c) The Commission shall include a specific condition in the Utilization Certificate, in respect of any financial assistance or grants-in-aid to any institution under any of the general or special schemes of the Commission, that the institution has complied with the anti-ragging measures.

d) Any incident of ragging in an institution shall adversely affect its accreditation, ranking or grading by NAAC or by any other authorised accreditation agencies while assessing the institution for accreditation, ranking or grading purposes.

e) The Commission may accord priority in financial grants-in-aid to those institutions, otherwise eligible to receive grants under section 12B of the Act, which report a blemishless record in terms of there being no reported incident of ragging.

f) The Commission shall constitute an Inter-Council Committee, consisting of representatives of the various Councils, the Non-Governmental agency responsible for monitoring the database maintained by the Commission under clause (g) of Regulation 8.1 and such other bodies in higher education, to coordinate and monitor the anti-ragging measures in institutions across the country and to make recommendations from time to time; and shall meet at least once in six months each year.

g) The Commission shall institute an Anti-Ragging Cell within the Commission as an institutional mechanism to provide secretarial support for collection of information and monitoring, and to coordinate with the State Level Monitoring Cell and University level Committees for effective implementation of anti-ragging measures, and the Cell shall also coordinate with the Non-Governmental agency responsible for monitoring the database maintained by the Commission appointed under clause (g) of Regulation 8.1.

9. Administrative action in the event of ragging.-

9.1 The institution shall punish a student found guilty of ragging after following the procedure and in the manner prescribed hereinunder:

a) The Anti-Ragging Committee of the institution shall take an appropriate decision, in regard to punishment or otherwise, depending on the facts of each incident of ragging and nature and gravity of the incident of ragging established in the recommendations of the Anti-Ragging Squad.

b) The Anti-Ragging Committee may, depending on the nature and gravity of the guilt established by the Anti-Ragging Squad, award, to those found guilty, one or more of the following punishments, namely;

- i. Suspension from attending classes and academic privileges.
- ii. Withholding/ withdrawing scholarship/ fellowship and other benefits.
- iii. Debarring from appearing in any test/ examination or other evaluation process.
- iv. Withholding results.
- v. Debarring from representing the institution in any regional, national or international meet, tournament, youth festival, etc.
- vi. Suspension/ expulsion from the hostel.
- vii. Cancellation of admission.
- viii. Rustication from the institution for period ranging from one to four semesters.
- ix. Expulsion from the institution and consequent debarring from admission to any other institution for a specified period.

Provided that where the persons committing or abetting the act of ragging are not identified, the institution shall resort to collective punishment.

c) An appeal against the order of punishment by the Anti-Ragging Committee shall lie,

- i. in case of an order of an institution, affiliated to or constituent part, of a University, to the Vice-Chancellor of the University;

- ii. in case of an order of a University, to its Chancellor.

- iii. in case of an institution of national importance created by an Act of Parliament, to the Chairman or Chancellor of the institution, as the case may be.

9.2 Where an institution, being constituent of, affiliated to or recognized by a University, fails to comply with any of the provisions of these Regulations or fails to curb ragging effectively, such University may take any one or more of the following actions, namely;

- i. Withdrawal of affiliation/recognition or other privileges conferred.
- ii. Prohibiting such institution from presenting any student or students then undergoing any programme of study therein for the award of any degree/diploma of the University. Provided that where an institution is prohibited from presenting its student or students, the Commission shall make suitable arrangements for the other students so as to ensure that such students are able to pursue their academic studies.
- iii. Withholding grants allocated to it by the university, if any
- iv. Withholding any grants channelled through the university to the institution.
- v. Any other appropriate penalty within the powers of the university.

9.3 Where in the opinion of the appointing authority, a lapse is attributable to any member of the faculty or staff of the institution, in the matter of reporting or taking prompt action to prevent an incident of ragging or who display an apathetic or insensitive attitude towards complaints of ragging, or who fail to take timely steps, whether required under these Regulations or otherwise, to prevent an incident or incidents of ragging, then such authority shall initiate departmental disciplinary action, in accordance with the prescribed procedure of the institution, against such member of the faculty or staff.

Provided that where such lapse is attributable to the Head of the institution, the authority designated to appoint such Head shall take such departmental disciplinary action; and such action shall be without prejudice to any action that may be taken under the penal laws for abetment of ragging for failure to take timely steps in the prevention of ragging or punishing any student found guilty of ragging.

9.4 The Commission shall, in respect of any institution that fails to take adequate steps to prevent ragging or fails to act in accordance with these Regulations or fails to punish perpetrators or incidents of ragging suitably, take one or more of the following measures, namely;

- i. Withdrawal of declaration of fitness to receive grants under section 12B of the Act.
- ii. Withholding any grant allocated.
- iii. Declaring the institution ineligible for consideration for any assistance under any of the general or special assistance programmes of the Commission.
- iv. Informing the general public, including potential candidates for admission, through a notice displayed prominently in the newspapers or other suitable media and posted on the website of the Commission, declaring that the institution does not possess the minimum academic standards.

v. Taking such other action within its powers as it may deem fit and impose such other penalties as may be provided in the Act for such duration of time as the institution complies with the provisions of these Regulations. Provided that the action taken under this clause by the Commission against any institution shall be shared with all Councils.

(Dr. R.K. Chauhan)
Secretary

To,
The Assistant Controller,
Publication Division, Govt. of India,
Ministry of Urban Development and Poverty Alleviation,
Civil Lines Delhi -110 054

*Note: The intent & objective of inclusion of the above **UGC REGULATIONS ON CURBING THE MENACE OF RAGGING IN HIGHER EDUCATIONAL INSTITUTIONS, 2009** in this Prospectus 2021 is for general information of all concerned seeking admission to the college .*

ANNEXURE I
AFFIDAVIT BY THE STUDENT

I, _____ (full name of student with admission / registration / enrolment number) s/o d/o Mr./Mrs./Ms. _____, having been admitted to Sikkim Government Science College, Chakung, West Sikkim (name of the institution), have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations") carefully read and fully understood the provisions contained in the said Regulations.

- 2) I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
- 3) I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
- 4) I hereby solemnly aver and undertake that
 - a) I will not indulge in any behaviour or act that may be constituted as ragging under clause 3 of the Regulations.
 - b) I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.
- 5) I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force.
- 6) I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

Declared this _____ day of _____ month of _____ year.

Signature of deponent
Name:
Address:
Mobile/Tel.No.

VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at(place) on this the..... (day) of..... (month) ,..... (year) .

Signature of deponent

Solemnly affirmed and signed in my presence on this the..... (day) of(month) ,(year) after reading the contents of this affidavit.

OATH COMMISSIONER

ANNEXURE II
AFFIDAVIT BY PARENT/GUARDIAN

I, Mr./Mrs./Ms. _____ (full name of parent/guardian) father/mother/guardian of _____ (full name of student with admission/registration/enrolment number) , having been admitted to Sikkim Government Science College, Chjakung, West Sikkim (name of the institution) , have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations"), carefully read and fully understood the provisions contained in the said Regulations.

- 2) I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
- 3) I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against my ward in case he/she is found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
- 4) I hereby solemnly aver and undertake that
 - a) My ward will not indulge in any behaviour or act that may be constitute as ragging under clause 3 of the Regulations.
 - b) My ward will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.
- 5) I hereby affirm that, if found guilty of ragging, my ward is liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against my ward under any penal law or any law for the time being in force.
- 6) I hereby declare that my ward has not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, the admission of my ward is liable to be cancelled.

Declared this ___day of _____ month of _____year.

Signature of deponent
Name:
Address:
Telephone/ Mobile No.:

VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at _____(place) on this the _____(day) of _____ (month) , _____ (year) .

Signature of deponent

Solemnly affirmed and signed in my presence on this the _____ (day) of _____(month) , _____(year) after reading the contents of this affidavit.

OATH COMMISSIONER

Reference Number

ANTI RAGGING UNDERTAKING BY THE STUDENT

1. I,s/o | d/o Mr....., having been admitted to , have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the Regulations) carefully read and fully understood the provisions contained in the said Regulations.
2. I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
3. I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty for abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
4. I hereby solemnly aver and undertake that I will not indulge in any behavior or act that may be constituted as ragging under clause 3 of the Regulations. I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.
5. I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force. I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be canceled.

Declared on _____

Signature of deponent

Name :

VERIFICATION

Verified that the contents of this undertaking are true to the best of my knowledge and no part of the undertaking is false and nothing has been concealed or misstated therein.

Verified at _____ on _____

Signature of deponent

Reference Number :.....

UNDERTAKING BY PARENT/GUARDIAN

1. I, Dr./ Mrs. /Mr. father/mother/guardian of,..... having been admitted to SIKKIM GOVERNMENT SCIENCE COLLEGE, CHAKUNG , have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions,2009, (hereinafter called the Regulations), carefully read and fully understood the provisions contained in the said Regulations
2. I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
3. I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against my ward in case he/she is found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
4. I hereby solemnly aver and undertake that my ward will not indulge in any behavior or act that may be constituted as ragging under clause 3 of the Regulations. My ward will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.
5. I hereby affirm that, if found guilty of ragging, my ward is liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against my ward under any penal law or any law for the time being in force.
6. I hereby declare that my ward has not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, the admission of my ward is liable to be cancelled.

Declared on _____

Signature of deponent

Name :

Address:.....

VERIFICATION

Verified that the contents of this undertaking are true to the best of my knowledge and no part of the undertaking is false and nothing has been concealed or misstated therein.

Verified at _____ on _____

Signature of deponent

UNDERTAKING FORM

(FORM-A-1)

(TO BE COMPULSORILY SUBMITTED ON THE DATE OF ADMISSION TO THE COLLEGE ALONG WITH THE REGISTRATION/ADMISSION FORM & OTHER RELEVANT DOCUMENTS BY ALL STUDENTS TAKING ADMISSION TO THE COLLEGE).

I daughter of / son of permanent resident of have gone through the norms, guidelines, rules, regulations, model code of conduct, statutes relating to maintenance of discipline amongst students /visitors , UGC regulations on curbing the menace of ragging in higher educational institutions,2009 etc.. mentioned in the Prospectus of Sikkim Government Science College, Chakung and have fully understood each of them in detail. Without prejudice, I shall abide by all norms, guidelines, rules, regulations, model code of conduct, statutes of the institution as prescribed in the prospectus in all respect as a responsible and worthy student of the institution.

I have further, fully understood that non-abidance of any norms, guidelines, rules, regulations, model code of conduct, statutes of the institution as prescribed in the prospectus would invite disciplinary action on to me and that, without any prejudice I shall accept the same, in all respect.

I am also fully aware of the fact that my admission to Sikkim Government Science College, Chakung is strictly subject to further verification of all my documents & eligibility and I shall have no claim over my application if my candidature/application is rejected /not considered by the admission committee if I am found in-eligible for admission in any ways at any time.

I shall abide by the Sikkim University rules & regulations prescribed time to time.

I hereby voluntarily sign this undertaking in a sound state of my health and mind.

Signature of Parent/Guardian

Name of Parent/Guardian.....

Phone No:.....

Email id:.....

Signature of Student

Name of Student:.....

College Roll No:.....

Phone No:.....

Emai id:.....