

INSTITUTE UNIFORMS

1. Every students must wear a clean, complete and correct uniform daily. Uniform is compulsory for all institute activities, both Curricular and Co-Curricular.
2. The uniform includes: Shirts with full sleeve and Pants with straight cut with 2 pleats, neck tie, blazers and black shoes. For winter, gray pullover (for those who wish to use warm clothes). Uniform materials must be purchased from the Institute to ensure uniformity of shade. Defaulters may be penalized or sent back home.
3. Whenever the complete or correct uniform cannot be worn, permission to attend the institute must be obtained on the Regularity Record under 'Uniform'.
4. ID is to be displayed as an entry pass for any activity in the institute.
5. For any sort of indiscipline the college security is authorized to take away the ID and it shall be submitted to the competent authority for disciplinary action.

ASSESSMENTS

1. Regular internal assessment in terms of class tests, assignments, projects and the like are organized on a regular basis.
2. For internal and external examinations examinees are to keep to the code of conduct prescribed by CTEVT and the college.
3. Those detected giving or obtaining or attempting to give or obtain, unfair assistance, or who are otherwise detected in any dishonesty whatsoever, will be debarred from the examination and expelled from the college. Attendance for internal assessments & projects is compulsory on the days scheduled. No exceptions can be made in this regard. Failure to appear for the internal examination can seriously affect a student's academic progress and can make one non-eligible for the CTEVT examinations.
4. Students cannot leave the examination hall, until the completion of 1 hour.
5. Students will not be allowed to enter the examination hall 15 minutes after the commencement of exams.

INSTITUTE HOURS

1. The classes begin at 07:00AM and will be over at 2:00 PM. All the students are expected to be in the institute campus latest by 6.45AM.
2. No institute business will be transacted on holidays or during vacations.

VACATIONS

1. Vacations are given in the Institute Calendar.
2. These holidays may not be extended or anticipated. Unauthorized absence on the last day before vacation and delay in returning after vacation will incur a fine of Rs. 500/- or more according to the number of days.