

ANNEXURE I
AFFIDAVIT BY THE STUDENT

1) I, (full name of student with admission/registration/enrolment number) s/o d/o Mr./Mrs./Ms. _____, having been admitted to (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:

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

- 1) 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 _____ (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 constituted 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

Important Instructions to students-

1. Student is expected to maintain 75% attendance per semester. In case of short of attendance disciplinary action will be initiated against student.
2. Students are expected to attend all Guest Lectures arranged by the college. Dress Code for Guest lecture is college Uniform and it is compulsory.
3. In case of any leave student should take prior permission in writing from In-charge-Faculty.
4. In a semester maximum 21 days medical leave will be granted to student after completing formalities.
5. Students are requested to read notice board on regular basis. All updates, notices and circulars will be uploaded on notice board and web-site of the College; therefore students are requested to see web-site & notice board on regular basis. (www.scll.edu.in).
6. For newly admitted students, Uniform will be provided in first semester. Student who failed to give measurements in first semester will be considered for next academic year. In any case uniform measurement & stitching work will not be done in second semester.
7. Students are requested to carry Identity card in college premises. Student will not be allowed to enter in College Campus without Identity card. In case of loss of Identity card, student should make an application to the Principal and student will have to pay the fine of Rs.150/- for fresh Identity card.
8. In case of loss of Library card, it can not be renewed and student will not get books for that academic year.
9. Ragging is strictly prohibited in the College & College premises. In case, any student unfortunately feel that he/she is subjected to ragging in college premises then it should be informed immediately (written or verbal) to the Chairman of the Anti-Ragging Committee of the College.
10. Any kind of Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitute sexual harassment when
 1. submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment,
 2. submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individuals, or
 3. such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment.

Such behavior is strictly prohibited in the college. The College has constituted Internal Complaint committee consisting senior faculty members. In case of any complaint regarding such behavior it should be informed to committee members immediately.

11. For any kind of grievances the College has constituted Grievance redressal committee. Students are requested to approach committee members in case of any grievance.
12. We would like to bring to the notice of students that examination form, issue of mark statement and revaluation work is done by the Savitribai Phule Pune University. Student should strictly follow the schedule given by the SPPU. College authorities are not responsible in case student failed to do work in given time schedule.
13. Use of mobile is strictly prohibited in the college premises, especially during regular teaching sessions in classroom. In case if any student is found with mobile in the classroom during teaching session then his mobile phone will be confiscated immediately and student will have to face disciplinary action.

Herewith I acknowledge that I am in receipt of copy of Rules & regulations of the College. I promise to abide by the rules and regulation of the College.

Name _____

Signature: _____