

مولانا آزاد نیشنل اردو یونیورسٹی
MAULANA AZAD NATIONAL URDU UNIVERSITY

(A Central University established by an Act of Parliament in 1998)

Gachibowli, Hyderabad – 500 032
(Accredited "A" Grade by NAAC)



MANUU Students' Conduct
&
Discipline Rules, 2014

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Part-I

General

1) Title of the Rules:

These Rules shall be called “The Maulana Azad National Urdu University Students Conduct and Discipline Rules, 2014.

2) Date of Commencement:

These Rules shall come into force with immediate effect.

3) Applications of Rules:

These Rules shall apply to all the students of the University, whether admitted before the date of enforcement of these Rules or afterwards.

Part II

Officers authorized to take disciplinary action

The members of Discipline Committee may be reconstituted which shall perform such functions and exercise such powers as may be delegated to it by the Vice-Chancellor from time to time. The members in the committee are as follows:

- 1) Pro Vice-Chancellor (Chairman);
- 2) Proctor*;
- 3) Chief Warden;
- 4) One Dean of the School by rotation for a term of One Year. The appointments of Deans shall be made by the Vice-Chancellor;
- 5) Two Heads of Departments by rotation for a term of One Year. The appointments of Heads shall be made by the Vice-Chancellor;
- 6) Registrar;

*** Proctor can take immediate disciplinary action as and when required in consultation with Hon'ble Vice-Chancellor.**

Part III

Nature of Penalties

If a student is found involved directly or indirectly in any kind of in-disciplinary activity he/she will be awarded with black dots. The black-dots given to a student by the disciplinary committee will be cumulative [***In case a student gets one black-dot as punishment by the disciplinary committee and the same student gets one more black-dot for any other disciplinary action, then in this case the number of black-dot will be added for that particular student which will be two black-dots***]. The punishment for the black dots can be one or more than one penalty listed below:

1) One Black Dot-

- a. warning and call to parents within one week;
- b. Fine up-to Rs. 1000;
- c. Written warning and information to the guardian; and
- d. Hostel shift.

2) Two Black Dots-

- a. Expulsion from University for specified period;
- b. Suspension from the Class/Department/College/Hostel/Mess/Library/ or availing of any other facility;
- c. Suspension or cancellation of Scholarships, fellowship or any financial assistance from any source or recommendation to that effect to the sanctioning agency;
- d. Fine up-to Rs. 5000;
- e. Debarring from participation in Sports/NCC/NSS and other such activities;
- f. Disqualifying from holding any representative position in the Class/University/Hostel/Mess/ Sports/Clubs and in similar other bodies;
- g. Recover of pecuniary loss caused to University Property; and
- h. Expulsion from the Department/Faculty/Hostel/Mess/Library/Club for a specified period

3) Three Black Dots-

- a. Expulsion from examination; and

- b. Expulsion from the hostel.
- 4) **Four Black Dots-**
 - a. Expulsion from the University for One Academic Year.
- 5) **Five Black Dots-**
 - a. Expulsion from the University permanently; and
 - b. Disqualifying from further studies, or prohibition of further admission or re-admission.

Note: if a student is given any number of black-dots, the same will be reflected in his/her character certificate. However the number of black-dots displayed in character certificate may be reduced or removed by the Proctor/Disciplinary Committee based on the student's progress, performance and behaviour given by concerned Head of the Department.

During the period of suspension the Identity Card & Library Card of the student will be deposited to proctor office. He/she will not be allowed to enter the University campus and participate in any kind of University activity. However, he/she may be allowed for the examinations with prior permission of the Proctor/Disciplinary Committee. In case of any emergency such student/s must take prior permission from the Proctor to enter the University campus. If such student/s is found in the University campus without permission he/she will be liable for further disciplinary action.

Part-IV

Indiscipline and Misconduct

Acts of Indiscipline and Misconduct:

Any act of misconduct committed by a student inside or outside the campus shall be an act of violation of discipline of the University. Without prejudice to the generality of the foregoing provision, violations of the discipline shall include:

- i. Disruption of teaching, student examination, research or administrative work, curricular or extra-curricular activity or residential life of the members of the University, including any attempt to prevent any member of the University or its staff from carrying on his or her work; and any act reasonably likely to cause such disruption. [**one black dot**]
- ii. Damaging or defacing University property or the property of members of the University or any other property inside or outside the University campus [**one black dot**].
- iii. Engaging in any attempt at wrongful confinement of teachers, offices, employees and students of the University or camping inside or creating nuisance inside the boundaries of houses of teachers, officers and other members of the University. [**one black dot**]
- iv. Use of abusive and derogatory slogans or intimidatory language or incitement of hatred and violence or any act calculated to further the same. [**one black dot**]
- v. Ragging in any form

- a) “The word ‘ragging’ means the action of teasing, playing a practical joke upon someone or holding comic parades and other activities during certain period of a semester or academic term.” **[one black dot]**
 - b) Ragging includes Display of noisy, disorderly conduct, teasing excitement by rough or rude treatment or handling, including in rowdy undisciplined activities which causes or likely to cause annoyance undue hardship, physical or psychological harm or raise apprehension or fear in a fresher or asking the students to do any act or perform something which cause him/her shame or embarrassment or danger to his/her life. **[two black dot]**
 - c) Forms of ragging to address senior as ‘Sir’, perform mass drills; copy class not for the seniors; sever various errands; do menial jobs for the seniors; asks/answer vulgar questions; force to look at pornographic pictures to fresher’s out of their innocence; force to drink alcohol, scalding tea, etc. to do acts which can lead to physical injury, mental torture or death; strip kiss or do other obscenities. **[two black dot]**
- vi. Ragging in any form is strictly prohibited both inside and outside the University premises. Any student found indulged in any kind of ragging would be considered as guilty of gross indiscipline and as per the latest decision of the Hon. Supreme Court an FIR will be filed against him/her and he/she will be immediately suspended from the University. Anyone found indulged in eve-teasing shall also be dealt with the same. **[three black dot]**
- vii. Eve-teasing or disrespectful behaviour to women or girls students; **[two black dot]**
- viii. An assault upon, or intimidation of, or insulting behaviour towards a teacher, officer, employee or student or any other person.
- a) Verbal assault involving oral assault that results in an emotional, mental, and or/ psychological injury to the victim than to a physical bodily injury. **[one black dot]**
 - b) Simple assault wherein a weapon is not used and the resulting injuries caused to the victim are minor in nature.**[two black dots]**
 - c) Physical assault wherein an individual or a group provokes and attacks a person physically, with or without the use of a weapon, or threatens to hurt that person resulting in
 - i) Provocation: insults, threats. **[one black dot]**
 - ii) Intimidation: making a fist, pushing, stalking, stealing/throwing objects. **[two black dots]**
 - iii) Brutality: attacks, struggles, fights. **[three black dots]**
 - iv) Punches and injuries: bites, bruises, injuries, dislocations, fractures. **[four black dots]**
 - v) Assault with a weapon leading to minor injuries **[four black dots]**
 - vi) Assault with a weapon leading to major injuries **[four black dots]**
 - vii) Assault with or without a weapon leading to life threatening injuries **[five black dots]**

- ix. Causing or colluding in the unauthorized entry of any person into the campus or in the unauthorized occupation of any portion of University premises, including hostels or halls of residence, by any person; **[one black dot]**
- x. Getting enrolled in more than once course of study simultaneously in violation of the University rules; **[two black dot]**
- xi. Committing forgery, tampering with or misuse of the University documents or records, identification cards, etc.; **[two black dot]**
- xii. Furnishing false certificate or false information to any office under the control and jurisdiction of the University; **[two black dot]**
- xiii. Consuming or possessing alcoholic drinks, dangerous drugs or other intoxicants in the University premises; **[one black dot]**
- xiv. Indulging in acts of gambling in the University premises; **[one black dot]**
- xv. Possessing or using any weapons such as knives, Lathis, iron chains, iron rods, sticks, explosives and fire arms in the University premises; **[two black dot]**
- xvi. Arousing communal, caste or regional feelings or creating disharmony among students; **[one black dot]**
- xvii. Disobeying the instructions of teachers or the authorities; **[one black dot]**
- xviii. Misconduct or misbehaviour of any nature at the time of elections to the student bodies or at meetings or during curricular or extra-curricular activities of the University; **[one black dot]**
- xix. Misconduct or misbehaviour of any nature at the Examination Centre; **[one black dot]**
- xx. Giving publicity to misleading accounts or rumour amongst the students; **[one black dot]**
- xxi. Not disclosing one's identity when asked to do so by an employee or officer of the University who is authorized to ask for identity; **[one black dot]**
- xxii. Tearing of pages, defacing, burning and destroying of books of any library or seminar; **[one black dot]**
- xxiii. Unauthorised occupation of hostel, rooms or unauthorised acquisition or use of University furniture in one's hostel room or elsewhere; **[one black dot]**
- xxiv. Accommodating guests or other persons in hostels without permission of the Proctor or Warden; **[one black dot]**
- xxv. Improper rendering of accounts for money drawn from or through any office under the control and jurisdiction of the University; **[one black dot]**
- xxvi. Coercing the Medical Staff to render Medical Assistance to persons not entitled to the same or any other disorderly behaviour; **[one black dot]**
- xxvii. Any act of moral turpitude; **[one black dot]**
- xxviii. Any offence under law; **[one black dot]**

- xxix. Committing any of the offences specified in the examination (Control of Unfair Means and Disorderly Conduct) Regulations of the University; [**two black dot**]
- xxx. Violation of the Traffic Rules as notified by the University; [**one black dot**]
- xxxi. Improper behaviour while on tour or excursion; [**one black dot**]
- xxxii. Pasting of posters or distributing pamphlets, handbills etc. of an objectionable nature or writing on walls and disfiguring buildings; [**one black dot**] and
- xxxiii. Any other act which may be considered by the Vice-Chancellor or the Discipline Committee to be an act of violation of discipline. [**as per the decision of the disciplinary committee**]

Miscellaneous rules

- 1) Any student against whom a charge of misconduct has been made may be suspended from the rolls of the University by the Vice-Chancellor, pending enquiry or pending trial or a cognisable offence by a court of law.
- 2) Any student against whom a charge of misconduct has been made may be suspended from the rolls of the University by the Proctor in consultation with the Hon'ble Vice Chancellor without waiting for the report of the disciplinary committee.
- 3) Any student against whom a charge of misconduct has been proved or awarded Black Dot(s). Such candidate(s) shall not be eligible to take further admission in any regular programme in MANUU.