

## DISCIPLINE INSIDE THE CAMPUS

***The Institution is very firm in its rules & discipline. The important norms of discipline are:***

- 1. Every student must wear the institution uniform.***
- 2. Every student must carry the Student's Identity Card.***
- 3. Irregularity in attendance, commission of gross misconduct, adoption of unfair means in the examinations, serious violation of discipline, indulgence in ragging and resorting to violence, class bunking etc. may call for punishment as severe as expulsion from the institution.***
- 4. Defacing, devaluing or any damage to institution property will have to be appropriately compensated.***
- 5. No student is allowed to leave the institution premises during the class hours.***
- 6. If a student wants to leave the institution early on any day on genuine grounds, he must submit an application to the Principal and must get his absence for the rest of the day endorsed by the guardian in the Calendar the following day.***
- 7. It is compulsory for students to attend all classes regularly. Students with less than 85% attendance in an academic year will not be allowed to sit for the final examination.***
- 8. Mobile phone is strictly prohibited in the institution campus.***
- 9. Fee once paid will not be refunded back in case any student voluntarily leaves the school after taking admission.***

### **EXAMINATIONS**

Besides the final Examination conducted by the AHSSE, we conduct Weekly Tests, Unit Tests, Pre-Final Exam I and Pre-Final Exam II. The performance in these tests will determine whether the student should be allowed to sit for the final examination. After each test/examination, the Progress Card will be sent to the guardian and the necessary follow-up actions will be undertaken.