



MALLA REDDY VISHWAVIDYAPEETH

(Deemed to be University)

Recognised under section 3 of The UGC Act, 1956, vide Notification No.9-4/2024-U.3(A) by
Department of Higher Education, Ministry of Education, Government of India.

CODE OF CONDUCT HANDBOOK (Students)

FOUNDER CHAIRMAN



Shri Ch. MALLA REDDY

Founder Chairman, CES
MLA, Former Minister,
Govt. of Telangana



Chandramma Educational Society (CES) is the sponsoring body which was founded in 2002 by Shri. Ch. Malla Reddy, the Founder Chairman who has 32 years of experience in the field of education viz. Engineering, Technology, Management, Medical, Dental, Pharmacy, Nursing, Allied Healthcare Sciences, Agricultural Sciences, Life Sciences, Commerce, Arts, International Schools and Junior Colleges with the exquisite aim of spreading quality education as **‘The Largest Group of Educational Institutions in the State of Telangana’**.

Shri. Ch. Malla Reddy embarked on his journey as an educationist with the aspiration of bridging the gap between society, industry & academia.

CES has decades of experience in all the domains of education especially in healthcare, technology & management segment & is uniquely positioned to commence cutting edge academic and research programs in the emerging fields focusing interdisciplinary education. CES possesses all required resources to establish ‘Malla Reddy Vishwavidyapeeth’ (MRV) as a Deemed to be University.

(Deemed to be University)

CHAIRMAN



Dr. Ch. Bhadra Reddy
MD (General Medicine)



"True Dynamic Leader with a fountain of knowledge"

Dr. Ch. Bhadra Reddy, Treasurer, MRGI is highly qualified professional with an M.D. degree in medicine. By his youthful presence and with a proactive approach, he tirelessly endeavors to shape the destiny of the student community by imparting quality education in a conducive environment thereby motivating the students to successfully meet the contemporaneous needs of the industry.



MALLA REDDY
VISHWAVIDYAPEETH

(Deemed to be University)

VICE-CHAIRMAN



Dr. Ch. Preeti Reddy
MD (General Medicine)



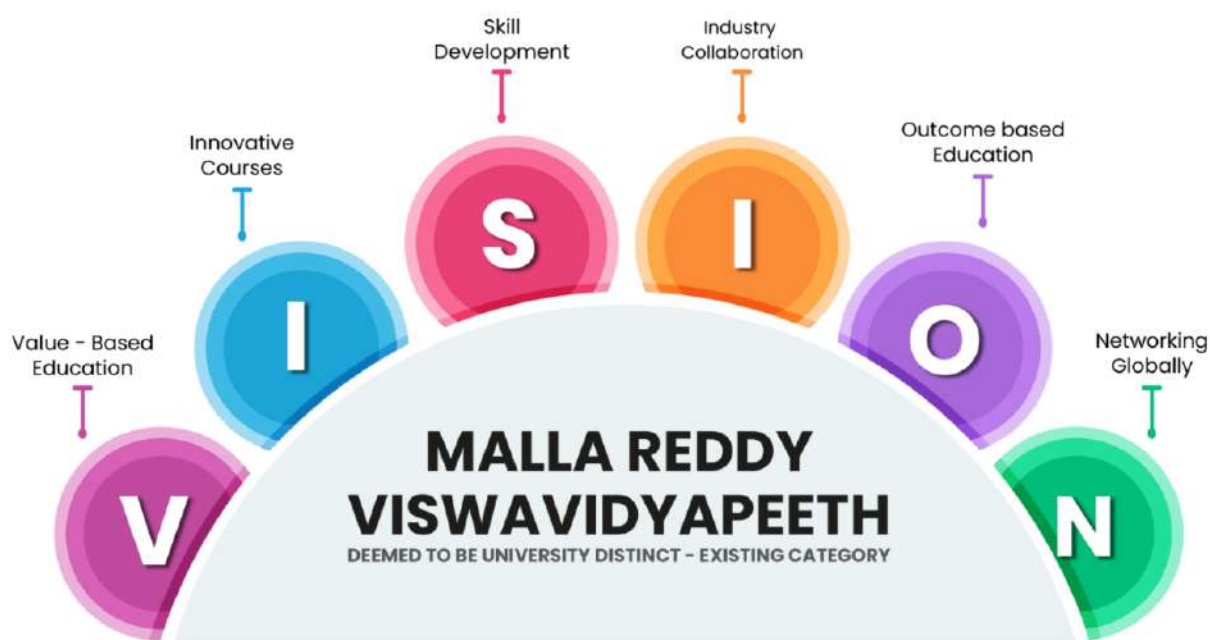
"The inspirational intellect of the next generation"

Dr. Ch. Preeti Reddy is an experienced medical professional. She has always endeavored to contribute towards the up-liftment of the society by enabling affordable healthcare through holistic methodologies. She oversees the overall operations of the organization besides being in-charge of the complete Clinical / Non Clinical talent acquisition activities for the Group.



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VISION

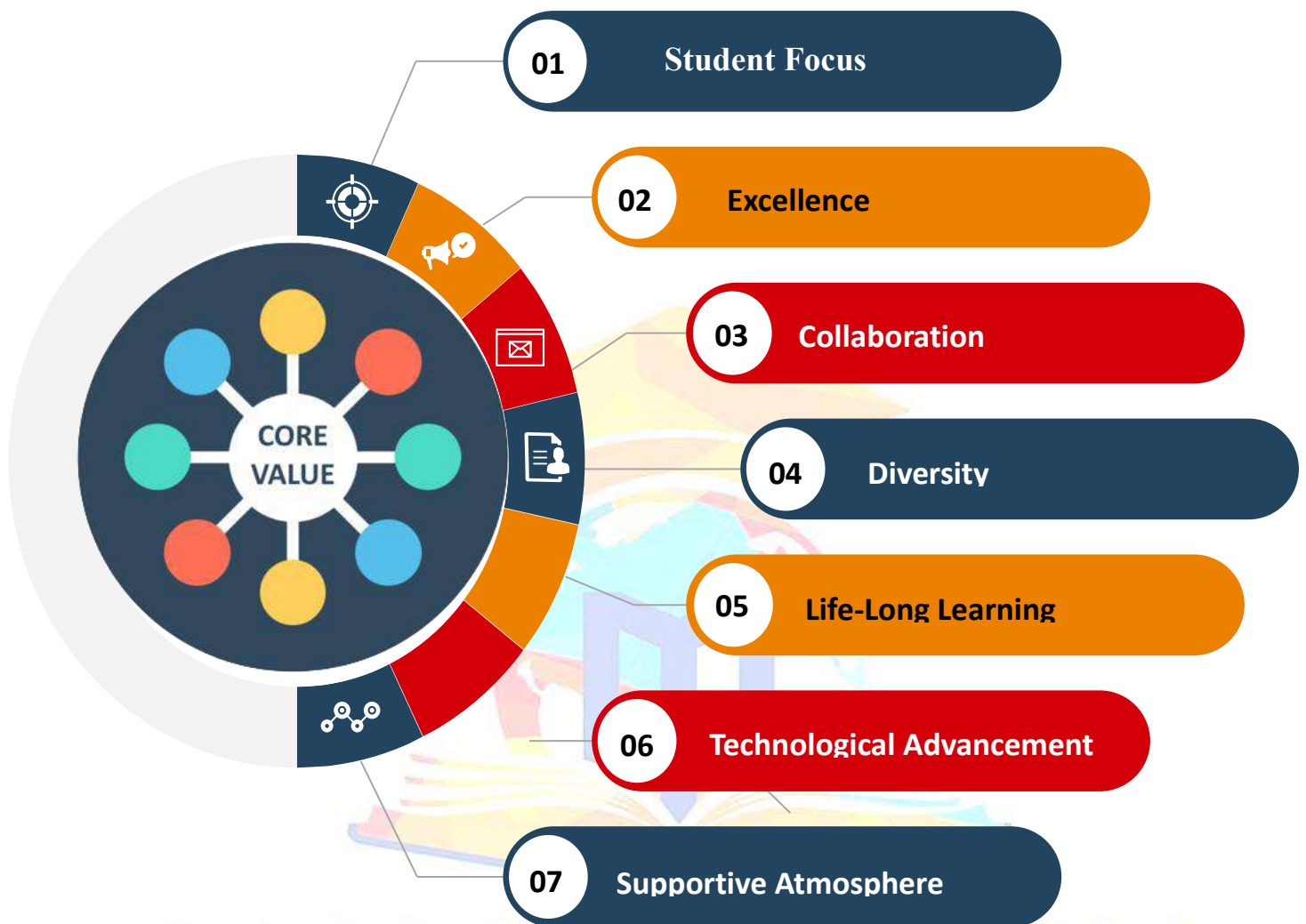


**"TO BE THE LEADING GLOBAL UNIVERSITY AS CENTER OF EXCELLENCE IN EDUCATION WITH
UNIQUE AND FLEXIBLE CURRICULUM, ADVANCED RESEARCH AND INNOVATION FOR HOLISTIC HUMAN DEVELOPMENT"**

MISSION



CORE VALUES



OBJECTIVES



State of the art
Facilities &
dedicated faculty for
Academic Excellence

Unique
Interdisciplinary
courses with
flexible curriculum

Global
Exposure
& Networking

Advanced Research &
Innovation with skill
development

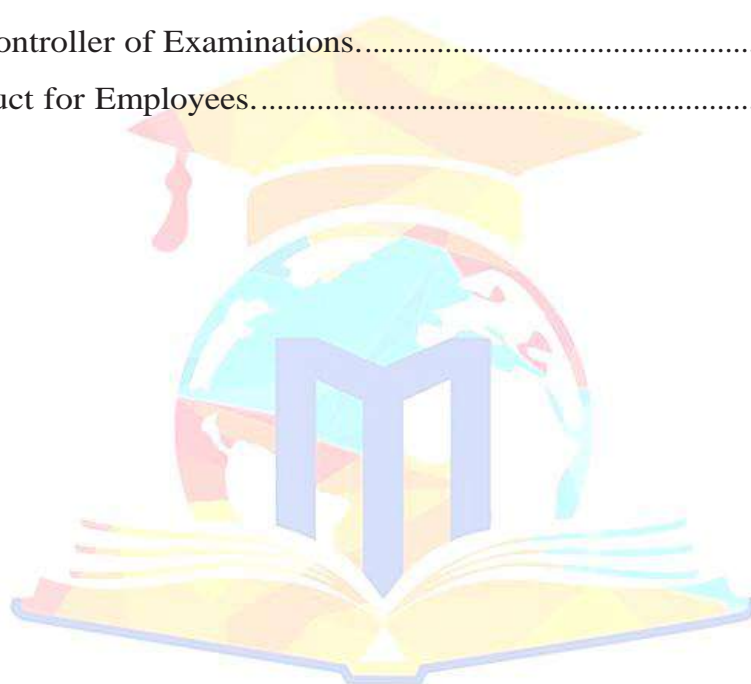
Industrial
Collaboration &
Employability

Activate
Go to Settin

MALLA REDDY
VISHWAVIDYAPEETH
(Deemed to be University)

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MALLA REDDY
VISHWAVIDYAPEETH

(Deemed to be University)

Code of Conduct for Students

A. STUDENT'S RESPONSIBILITIES OF LEARNING:

➤ **The students shall:**

1. Appreciate the Institutional goals and objectives and contribute to the realization of the same by participating in relevant Institutional activities.
2. Have a clear knowledge of the programs, rules and regulations of the Institution.
3. Follow the time schedules, rules and regulations of the Institution.
4. Undertake regular and intense study of learning materials.
5. Make optimum use of the learning resources and other support services available in the Institution.
6. Prepare for continuous internal assessment and term-end examinations.
7. Give feedback for system improvement.
8. Have faith and ability to pursue lifelong learning.
9. Live as worthy alumni of the Institution.

B. BEHAVIOR IN THE CAMPUS

1. Rules for conduct by students of Malla Reddy Vishwavidyapeeth, Hyderabad pertain to the subject of maintenance of discipline and good conduct by students.
2. These rules have been framed with the aim of guiding students and their parents/guardians or visitors on what they can expect from MRV and what MRV expects from them in return, by way of ensuring a healthy and clean environment for studies as well as personality development of the students.
3. Discipline, punctuality and commitment to learn are the basic requirements to become a good medical graduate. The students should be regular and punctual for the teaching programs.

C. BEHAVIOR WITH OTHER STUDENTS

1. Malla Reddy Vishwavidyapeeth recommends student to have good behaviors and conduct with junior students and other students.
2. Shall restrict from all activities deemed under the preview of ragging which is a criminal offence.
3. There shall be no discrimination based on face, colors, caste, creed, religion, nationality or sex.
4. The students found to be involved in ragging will immediately be suspended and may also be handed over to police.
5. If the charges of ragging are proved, the student shall be discharged from the college. Fee deposited with the college will also be forfeited.

6. In the event of any ragging, student must complain immediately to the authorities. Telephone numbers of Dean, Vice-Principal, senior teachers will be put up on notice board for information of all.
7. All the students and parents have to an undertaking that they are aware that 'Ragging is an offence' and in case any student indulges in such activity, he/she will be punished as per rules.

D. DRESS CODE

1. Students shall strictly follow the dress code while attending classes and while clinical posting.

E. ATTENDANCE

1. The minimum required attendance for students is 75% in Theory and 80% in Practical's. Students who do not have the required minimum attendance are not eligible to appear the University Examination. Kindly note that absence/leave on Medical grounds does not have any concession. Submission of Medical Certificate does not entitle the student to seek any consideration of shortage of attendance.
2. It is compulsory for repeaters and detained students to attend classes in the failed subject/subjects and put in a minimum of 75% in Theory and 80% in Practical's attendance as applicable.
3. Any hostel student planning to go home has to take written permission from the Warden/Dean before planning their travel.
4. In case of unapproved absenteeism during working days on all Formative Assessment /Internal Assessment they have to pay a fine of **Rs. 2000/-** per day
5. Those students falling short of attendance will be detained and will not be permitted to appear for university examination. No appeal either from the student or parent will be taken into consideration in this matter.
6. Keeping in view the interest of parents and students, the college informs them about the attendance from time to time. However, the students can neither claim it as a right to be informed nor seek exemption for being unaware of shortage of attendance and their consequences.

F. CODE OF CONDUCT FOR FIRST YEAR STUDENTS (SPECIAL NOTE)

1. The admission process to first year students of all institutes extends from one week to one month or more. The students may join the course during that period on different dates but before the last date. In such a situation the attendance is calculated from the date of commencement of term (as notified by the college) and not from the date of the student actually joining the course. The students whose admissions are delayed due to various reasons should note this point and attend the classes regularly to make up the deficiency, due to late admission.

G. DISCIPLINE IN CLINICS

1. The patients coming to the hospital are offering themselves for treatment, thereby giving an opportunity for young doctors to learn. Students are not doing any favor by treating these patients. Hence a sincere and humane approach is necessary.
2. The students should learn the local language for better communication and management of patients.
3. The students must treat the patients under the supervision of the teaching staff and shall obtain approval at each step. Record of clinical work done has to be maintained and duly certified for submission at the time of Examination.
4. The students are advised to treat their patients with respect, sympathy and care. They are further advised to complete their work in time and thus maintain the patient's appointment without any postponement.

H. CODE OF CONDUCT FOR EXAMINATION

1. Appearing for formative and summative examinations is mandatory. If any candidate remains absent for any examination, no marks will be given for the same.
2. Make a note of correct timings and days of the examinations and attend accordingly.
3. Reach the examination hall 30 minutes before the scheduled time.
4. Latecomers will not be permitted to write the exam.
5. Bring the Hall tickets/ID Cards to the examination hall on exam day.
6. Read the instructions given in the Hall tickets and act accordingly.
7. Should not wear aprons or full sleeves dress in the theory examination hall.
8. Should not carry any Mobile Phones, electronic gadgets, Bluetooth, Smart Watches or any other digital devices.
9. Shall follow all the rules and regulations of the University for appearing examination.
10. Students shall avoid talking inside the Exam Hall.
11. Nothing should be written on the Question paper except their Hall Ticket Number.
12. Students should not leave the Exam hall till the completion of the Exam timings.
13. Should not Keep or leave any material at the examination venue or other surrounding areas (e.g. toilets, windows, etc.), except in designated area.
14. Examinees will be frisked by the security (Male/Female) personnel before entering into the examination hall.
15. The Examiners/Observers/Squads have an authority to frisk during the examination also.
16. Students have to sit in Exam Hall as per the seating plan allotted by the Examination Branch.

I. STUDENT-TO-STAFF RELATIONSHIP

1. Students must respect all the staff members at all times. They must refrain from socializing with staff members, whether inside or outside the campus.
2. Students are not permitted to visit residential quarters of staff members unless it is for unavoidable and urgent work or when the staff member concerned has invited them.
3. Staff members are not expected to visit students in their hostel room even if invited by the students.
4. All Institutional get together of staff members and students will require prior approval of the authorities.

J. BEHAVIOR INSIDE THE CAMPUS & HOSTELS

1. Shall abstain themselves from the use/possession of alcohol, tobacco, drugs or any other intoxicants in the campus and hostel.
2. Smoking in the campus is prohibited.
3. Shall not cluster in corridor or crowding in front of the offices or campus roads.
4. Unauthorized entry of outsiders in to the campus as well as in the hostels is strictly prohibited. Without specific permission of the authorities, students shall not bring outsiders in the institute or hostels.
5. Shall obtain prior permission from authorities to exhibit any type of banners, flags, boards etc. inside the campus, hostels, gate, building or compound wall.
6. Shall help in maintaining the clean campus.

K. HOSTEL ACCOMMODATION

1. Accommodation in the boys/girls hostels is allotted to students not as a matter of right but as per the policies framed by and at the discretion of the Management. A student can be expelled from the hostel by giving a notice of 48 hrs. Without assigning any reason for the expulsion. Hostel fees of students expelled on grounds of indiscipline will be forfeited.
2. The policy for allotment of rooms will be decided by the Management, and may be changed to cater to unforeseen cases/circumstances. Allotment of rooms made by the authorized staff member will be strictly adhered to. Changes shall not be made on their own.
3. No student is permitted to stay in a hostel room without having paid the hostel fee in full and obtaining an allotment order from the Warden.
4. No student is allowed to share his/her room with anyone who is not an authorized occupant of the room, as allotted by Warden.

5. Parents/relatives of bonafide boarders are not permitted to stay in the hostels without prior approval from Warden.
6. Shall follow institutional rules and directions from hostel authorities for ensuring the safety and well-being of students in the hostel.
7. Shall exhibit highest order of self-esteem and self-respect and prohibit themselves from indulging in anti-institutional, anti-national anti-social communal, immoral or political expressions within the hostel.

L.CARE OF HOSTEL ASSETS/PROPERTY

1. Room Inventory - All furniture and fixtures in the rooms allotted to students must be cared properly.
2. Inter change of Furniture/fixtures - Students are prohibited from interchanging any furniture/fixture from one point/location in the hostel to another.
3. Economy in consumption of water and Electricity - All students are expected to exercise care and restraint in the use of water and electricity. Lights/fans not in use must be switched off whenever a student leaves his/her room. Amount of money saved through economy in use of electricity can be utilized for the improvement of facilities in the hostels and the campus.

M.POSSESSION AND USE OF MOBILE PHONES

Students shall not use mobile phones in classrooms, hospital OPD/IPD, Operation Theatre, library, examination hall etc.

N. MEDICAL ATTENTION

Arrangements have been made for medical attention in O.P.D. The students requiring the medical help can approach the Medical officer in charge.

O. CODE OF CONDUCT FOR LODGING COMPLAINT (PROCEDURE)

1. Any student who wishes to submit any suggestion/complaint against the working of any system/facility in hostel/campus or against any employee/persons working with Institution, must do so in writing to the Dean.
2. The students having individual problems can approach to their respective mentor or to the Dean directly.
3. Common problems shall be represented to the Dean in writing through the respective Class Representatives (CR) only.

4. Student staying in hostel will address their grievances to their respective Rector.
5. Students not staying in hostel will address their grievances to their Principal.

P.CENTRAL LIBRARY TIMINGS

1. The Library will remain open from 09:00 am to 12:00 midnight on all working days including Sundays. On holidays - from 9.00 am to 5.00 pm.
2. On National holidays library shall remain closed.
3. Students/Interns are discouraged from use of library during college hours. During clinical hours they are required to produce permission note from the concerned departments to be permitted to use library.

Q.CONDUCT IN LIBRARY

1. Students and Interns desirous of utilizing the library must enter their name, time of entry, class and signature in the Attendance Register before entering into library.
2. They shall also write the time of leaving the library and put their signature in the register.
3. Books are to be handled carefully. Underlining or highlighting in the books is not permitted.
4. Silence is to be strictly maintained. No group discussions, chatting or sleeping is permitted within the library.
5. Eatables/beverages are not permitted in the library.
6. Instructions of the librarian/assistants will have to be adhered to.

This Code shall apply to all kinds of conduct of students that occurs on the University premises and any off-campus conduct that has or may have serious consequences or adverse impact on the University's Interests or reputation.

1. At the time of admission, each student must sign a statement accepting this Code and by giving an undertaking
 - That, He/she shall be regular and must complete his/her studies in the University. Students must have a compulsory attendance of 75%. On medical grounds or in any legitimate reason the students with a minimum of 60% shall be qualified for appearing in the final examinations after submission of valid certificate along with fine considered by university administration as per policy.
 - That, in the event, a student is forced to discontinue studies for any legitimate reason; such

a student may be relieved from the University subject to written consent of the Registrar.

- As a result of such relieving, the student shall be required to clear pending hostel/mess dues and if a student had joined the University on a scholarship, the said grant shall be revoked.
- That every student will maintain proper discipline, integrity and dignity in the University Campus and will behave appropriately with the Officers, Authorities, Faculty Members, Staff Members and other students of the University.
- That in case any student causes any damage/breakage fully or partially to any property, article, equipment, apparatus which belongs to the University, by mistake or deliberately, the University will have all the rights to recover the damages caused by him/her and impose monetary fine on him/her, and in case of non payment, University may cancel his/her admission or may take any legal action against him/her.
- That during the entire duration of his/her course he/she will not enroll himself/herself for any other Regular Course in any other University/College/Institution.
- That he/she will neither indulge in any illegal, unlawful or criminal activity, ragging, malpractice, misconduct, fraud nor will get involved in consumption of liquor, drugs, smoking or any other kind of addiction in any manner in the University premises. In case he/she is found indulging in any of the above the University may take any legal action against him/her.
- That he/she shall be liable to pay late fine of Rs. 200/- for the period of every 15 days in case he/she fails to deposit his/her fees till stipulated last date of payment of fee and in case of non payment of fee (whether full or partial) within a period of 60 days after last date his/her admission will be liable to cancel.
- That his/her absence from his/her scheduled classes of more than 30 days without information can lead to his/her name getting struck off and readmission will be granted only at the discretion of the University and he/she will be liable to pay Re-Admission fee of Rs. 5,000/-
- That he/she would attend the University in prescribed University Uniform and carry and display his/her Identity Card issued by the University, every day, if unable to do so the University can initiate action as per rules and regulations.
- That in case he/she is found travelling in the University Bus without due authorization and permission he/she shall be liable to pay the transport fee of concerned route for the

whole academic year.

- That day scholar is not allowed to stay in the University hostel(s) without written permissions and authorization of the warden and senior authorities of the University. In case he/she is found in the Hostel Premises, he/she will be liable to pay fine as decided by the University. That his/her participation in any Dharna / Pradarshan / Strike can lead to strict disciplinary action against him/her including his/her rustication from the University.
- That he/she will park his/her personal vehicle(s) in the University parking entirely on his/her own risk and in case of any mishappening to it i.e. theft, damage, breakage, loss etc. he/she will not claim any compensation from the University.
- That during his/her future visits on any educational/industrial tour or extracurricular activity if he/she sustains any injury or suffer any accident, Malla Reddy Vishwavidhyapeeth (Deemed to be University) will not be responsible for the same.
- That he/she shall maintain proper discipline, peace and abide by the rules and circulars issued by the University time to time and in case of any default by him/her, the University can take action against him/her including cancellation of his/her admission and debarring his/her entry in the University Campus, Library, Sports Grounds, Mess, Canteen, Reception, Labs ,Workshops etc.



