



GURU NANAK INSTITUTE OF PHARMACEUTICAL SCIENCE AND TECHNOLOGY (GNIPST)

A JIS Group Educational Initiative

157/F, Nilgunj Road, Sodepur, Kolkata – 700114, West Bengal

Approved by PCI | Accredited by NAAC & NBA | Affiliated to MAKAUT, Kolkata

CODE OF CONDUCT

FOR STUDENTS

An Institutional Policy Document

Document Title	Code of Conduct for Students
Applicable To	All students enrolled in Diploma, B.Pharm, M.Pharm and Ph.D programmes at GNIPST
Document Owner	Dean of Student Affairs / Academic Office, GNIPST
Approving Authority	Governing Body / Director, GNIPST, on behalf of the Guru Nanak Education Trust and JIS Group
Version	1.0
Effective Date	2005

TABLE OF CONTENTS

TABLE OF CONTENTS.....	2
1. PREAMBLE.....	3
2. OBJECTIVES	3
3. SCOPE AND APPLICABILITY	3
4. CORE VALUES EXPECTED OF STUDENTS	3
5. GENERAL STANDARDS OF CONDUCT	4
6. ANTI-RAGGING POLICY.....	4
7. PREVENTION OF SEXUAL HARASSMENT AND GENDER-BASED MISCONDUCT.....	4
8. ACADEMIC INTEGRITY.....	5
9. LABORATORY, CLINICAL AND INDUSTRIAL TRAINING CONDUCT	5
10. HOSTEL AND CAMPUS DISCIPLINE.....	5
11. USE OF IT RESOURCES AND SOCIAL MEDIA.....	5
12. ATTENDANCE, EXAMINATIONS AND FEES.....	6
13. DISCIPLINARY FRAMEWORK	6
14. GRIEVANCE REDRESSAL.....	6
15. PARENTAL/GUARDIAN COMMUNICATION.....	6
16. AMENDMENT AND REVIEW.....	6
17. ACKNOWLEDGEMENT	6

1. PREAMBLE

Guru Nanak Institute of Pharmaceutical Science and Technology (“GNIPST” or the “Institute”), established in 2005 under the aegis of the Guru Nanak Education Trust and functioning as an Educational Initiative of the JIS Group, is committed to providing a safe, disciplined and academically rigorous environment for all its students. This Code of Conduct for Students (“the Code”) sets out the standards of behaviour, discipline and academic integrity expected of every student of the Institute, consistent with the values and student-discipline framework followed across JIS Group institutions.

This Code has been prepared with reference to student codes of conduct and disciplinary policies generally applicable across JIS Group institutions and comparable universities, adapted to the specific regulatory framework governing pharmacy education in India, including the Pharmacy Council of India (PCI), AICTE, UGC, and MAKAUT.

2. OBJECTIVES

- To promote a culture of discipline, integrity, mutual respect and academic excellence among students.
- To ensure a safe, inclusive and ragging-free campus environment for all students.
- To uphold academic honesty in examinations, coursework, projects and research.
- To provide a clear and fair framework for addressing student misconduct and grievances.
- To prepare students to conduct themselves as responsible professionals in the pharmaceutical sciences.

3. SCOPE AND APPLICABILITY

This Code applies to all students admitted to Diploma, undergraduate (B.Pharm), postgraduate (M.Pharm) and doctoral programmes at GNIPST, for the entire duration of their enrolment. It applies within the campus, hostels, laboratories, during industrial/hospital training and internships, at institutional or JIS Group events, during educational tours, and in any online or social-media conduct that affects the Institute, its students, faculty or staff.

4. CORE VALUES EXPECTED OF STUDENTS

4.1 Integrity — Students shall be honest in all academic and personal conduct, including examinations, assignments and interactions with faculty and staff.

4.2 Respect — Students shall treat faculty, staff, fellow students and visitors with courtesy and dignity, regardless of caste, creed, religion, gender, disability or background.

4.3 Responsibility — Students shall take ownership of their academic progress, attendance and conduct, and shall comply with all Institute rules and regulatory requirements.

4.4 Professionalism — Students, as future pharmacy professionals, shall conduct themselves with the ethical standards expected of the pharmaceutical profession, including honesty, patient safety awareness and confidentiality.

4.5 Institutional Pride — Students shall safeguard the reputation and property of GNIPST and the JIS Group both on and off campus.

5. GENERAL STANDARDS OF CONDUCT

- Students shall attend classes, practicals and laboratory sessions regularly and punctually, and shall maintain the minimum attendance prescribed by MAKAUT/PCI/AICTE norms.
- Students shall dress in a manner appropriate to an academic and professional institution, and shall wear laboratory coats, ID cards and other prescribed safety gear during practical sessions as required.
- Students shall not possess, consume or be under the influence of alcohol, tobacco, narcotics or any intoxicating or banned substance on campus, in hostels, or at institutional events.
- Students shall not indulge in smoking, gambling, or any other activity prohibited by law or Institute rules, within the campus.
- Students shall not engage in violence, threats, weapons possession, or any act that endangers the safety of others.
- Students shall not damage, deface or misuse Institute property, laboratory equipment, library resources or hostel infrastructure; any such damage may result in recovery of costs and disciplinary action.
- Students shall not engage in unauthorised political activity, canvassing or the display of political material within the campus.

6. ANTI-RAGGING POLICY

GNIPST enforces a strict zero-tolerance policy against ragging in accordance with the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, and applicable directions of the Pharmacy Council of India and the Hon'ble Supreme Court of India. Ragging in any form — physical, verbal, psychological, or through electronic means — whether on campus, in hostels, during tours, or off-campus, is strictly prohibited and constitutes a criminal offence.

The Institute has constituted an Anti-Ragging Committee and Anti-Ragging Squad as mandated by UGC regulations. Every new student and their parent/guardian shall submit the prescribed anti-ragging undertaking/affidavit at the time of admission. Any student found guilty of ragging shall face strict disciplinary action, including suspension or expulsion, in addition to being reported to law-enforcement authorities as required by law.

7. PREVENTION OF SEXUAL HARASSMENT AND GENDER-BASED MISCONDUCT

The Institute maintains zero tolerance towards sexual harassment, eve-teasing, stalking or any form of gender-based misconduct on campus, in hostels, or at institutional events. Students may report such incidents to the Internal Complaints Committee (ICC)/Women's Grievance Cell constituted by the Institute, or to the Anti-Ragging Committee where relevant. Complaints shall be handled confidentially, impartially and in a time-bound manner, and retaliation against a complainant or witness is strictly prohibited.

8. ACADEMIC INTEGRITY

- Students shall not indulge in copying, use of unfair means, impersonation, or possession of unauthorised material during examinations.
- Students shall not plagiarise content in assignments, project reports, dissertations or published research, and shall properly cite all sources used.
- Students shall not fabricate or falsify laboratory data, experimental results or attendance records.
- Impersonation of another candidate in an examination, or facilitating such impersonation, shall be treated as grave misconduct and reported to MAKAUT/PCI as applicable.
- Violations of academic integrity shall be dealt with in accordance with the examination and academic malpractice rules of MAKAUT and the Institute.

9. LABORATORY, CLINICAL AND INDUSTRIAL TRAINING CONDUCT

Given the specialised nature of pharmaceutical education, students shall strictly follow laboratory safety protocols, handle chemicals, reagents and equipment responsibly, and comply with biosafety and hazardous-waste disposal norms. During hospital/industrial training, internships and clinical postings, students shall maintain patient confidentiality, professional decorum, and comply with the rules of the host organisation as well as this Code.

10. HOSTEL AND CAMPUS DISCIPLINE

- Hostel residents shall comply with hostel timings, visitor policies, and rules framed by the hostel warden/administration.
- Students shall not host, or permit entry of, unauthorised outsiders in hostels without due permission.
- Possession of unauthorised electrical appliances, weapons, or hazardous material in hostels is strictly prohibited.
- Students shall maintain cleanliness and discipline in hostel and campus common areas.

11. USE OF IT RESOURCES AND SOCIAL MEDIA

- Students shall use Institute computer, internet, Wi-Fi and library resources only for academic and permitted purposes.
- Students shall not access, store or circulate unlawful, obscene, defamatory or objectionable content using Institute IT resources.
- Students shall exercise responsibility on personal and social media, and shall not post content that is defamatory, discriminatory, or damaging to the reputation of GNIPST, JIS Group, fellow students, faculty or staff.

12. ATTENDANCE, EXAMINATIONS AND FEES

Students shall maintain the minimum attendance prescribed by MAKAUT/AICTE/PCI to be eligible to appear for examinations, and shall comply with fee-payment schedules and academic deadlines notified by the Institute from time to time. Failure to comply may result in debarment from examinations or other academic consequences as per Institute and University rules.

13. DISCIPLINARY FRAMEWORK

Violation of this Code shall be dealt with in accordance with the disciplinary procedure of the Institute, which may include a verbal or written warning, fine, community service, suspension from classes/hostel, debarment from examinations, or expulsion from the Institute, depending on the gravity of the misconduct, after affording the student a reasonable opportunity to be heard. Serious violations, including ragging, sexual harassment, violence or offences involving criminal liability, shall also be reported to the appropriate statutory or law-enforcement authorities, including the University and regulatory bodies (PCI/AICTE) where required.

14. GRIEVANCE REDRESSAL

Students may raise grievances relating to academic matters, discipline, facilities, or alleged violation of this Code through the Student Grievance Redressal Committee constituted by the Institute in accordance with applicable UGC/AICTE regulations. Grievances shall be addressed in a fair, confidential and time-bound manner.

15. PARENTAL/GUARDIAN COMMUNICATION

In cases of serious misconduct, repeated indiscipline, or matters materially affecting a student's academic progress, the Institute reserves the right to communicate with the student's parent(s) or guardian(s), consistent with the undertakings furnished at the time of admission.

16. AMENDMENT AND REVIEW

This Code shall be reviewed periodically by the Academic Office in consultation with the Governing Body of GNIPST and, where applicable, in alignment with policy updates issued across JIS Group institutions and directions of MAKAUT/PCI/AICTE/UGC. The Institute reserves the right to amend, modify or supplement this Code at any time, with due notice to students.

17. ACKNOWLEDGEMENT

Every student, along with their parent/guardian, shall be required to read, understand and sign an acknowledgement (along with the prescribed anti-ragging undertaking) confirming acceptance of this Code of Conduct at the time of admission and upon any subsequent material revision.

Student Name:	Parent/Guardian Name:
----------------------	------------------------------

Programme / Semester:	Contact Number:
Roll / Registration No.:	Parent/Guardian Signature & Date:
Student Signature & Date:	Academic Office Verification: