



ALLIANCE UNIVERSITY

Private University established in Karnataka State by Act No. 34 of year 2010
Recognized by the University Grants Commission (UGC), New Delhi

Student Code of Conduct



Table of Contents

Preamble	5
Applicability	6
Jurisdiction	7
Misconduct	7
Central Library Rules and Regulations	8
Information Technology (IT) Usage Policy	10
Social Media Policy	13
Responsible Use of Social Media	13
Student Code of Conduct for Laboratory and Workshop Classes	17
Academic Conduct	18
Ragging	19
Payment of Fees	21
Sexual Harassment	22
Disruptive Conduct	23
Dress Code	29
Vehicle Parking	30
Halls of Residence / Hostel Rules and Regulations	31
Disciplinary Proceedings	42
Punishment and Penalties	43
Grievance Redressal Mechanism	53

Preamble

The Alliance University Code of Conduct Handbook aims to support the university's mission by maintaining a safe, orderly campus for learning and development. It protects people, property, and processes, and upholds moral responsibility to students and stakeholders. Clear rules are set to ensure order, discipline, and an uninterrupted educational environment.

Students are regarded as integral members of the University community as well as citizens of India. As learners, they are expected to demonstrate responsible behavior and remain accountable to all stakeholders associated with the university.

Upon admission to University Programs, it is anticipated that students will conduct themselves with propriety and responsibility at all times. The highest standards of academic and professional integrity and honesty are required, and students must respect the rights of their peers and the property belonging to other members of the academic community. Students should refrain from any actions that could disrupt University operations or compromise the health, welfare, or safety of others, whether within or outside University premises.

Discrimination on the grounds of race, colour, creed, age, religion, language, gender, national or ethnic origin, social economic status, marital status, sexual orientation, physical and mental disability, or any other legally protected status is strictly prohibited. Students are also expected to comply fully with all applicable laws, ensuring their conduct upholds the principles and values enshrined in the Constitution of India.

Applicability

The Code of Conduct is applicable to all students of the University enrolled in full-time, part-time and online courses and at the established academic entity and pursuing undergraduate, postgraduate, doctoral as well as other courses if any. The term 'student' refers to persons who are enrolled for a particular course offered by the University for a term / semester. The Code is applicable to all students enrolled in the established educational campuses of the University.

Student involvement in the following activities is strictly prohibited:

- Any act or omission that brings disrepute to the University.
- Any behaviour resulting in damage or destruction of university property.
- Conduct that endangers a student's own health or safety or of others.
- Conduct that adversely affects the physical or mental health, safety, reputation, or identity of other students, cohorts, or members of the University community.
- Any act that violates applicable laws.

Students will continue to be subjected to the laws of the land while at the University and any violations of those laws may also constitute violations of the Code. In such instances, the University will proceed with disciplinary action as under the Code of Conduct and independently of any criminal proceeding involving the same conduct imposing sanctions for the violation of the Code of Conduct, even if such criminal proceeding is not yet resolved. The university disciplinary proceedings are independent of any legal proceeding.

Jurisdiction

The Code of Conduct applies to all students, both on and off campus, at every University location.

It also governs student behavior during:

1. Internships, field trips, study abroad, and exchange programs.
2. Research or professional practice assignments at other institutions.
3. University-sponsored or authorized student activities, including those by registered student organizations.

Misconduct

Misconduct by any student or an attempt to flout the Code of Conduct is subject to appropriate disciplinary action. The instances of misconduct include, but are not restricted to the following:

General discipline

- I. Students must always behave responsibly in class and on campus, at all times.
- II. Mobile phones and wireless devices are not allowed in University work areas (classroom, corridors, library, labs, or other designated spaces). Violations will result in confiscation until penalties are fulfilled.
- III. Further misconduct examples are detailed in Annexures A-L of the Handbook, which students must follow; disciplinary action applies for violations as applicable.
- IV. Disciplinary procedures are in Annexure M.
- V. Penalties and punishments are detailed in Annexure N, as amended from time to time.
- VI. The grievance redressal process is outlined in Annexure O.
- VII. Any conduct not specifically addressed in this handbook but deemed inconsistent with university values, policies or applicable laws may be subjected to disciplinary action.

Annexure A

Central Library Rules and Regulations

- i. All students must visibly wear their identity cards at all times while on University premises.
- ii. All library users are required to enter their names and sign the register provided at the entrance.
- iii. Students can borrow certain number of books, periodicals (other than the current issue), CDs for a certain period of time as stipulated and communicated by the Librarian.
- iv. Students can borrow one book for internal use, subject to the condition that they return the book on the same day of issue.
- v. Library books are required to be returned by the student on or before the due date. A fine will be levied after the expiry of the due date. All issued books must be returned and library fines (if any) must be settled on time.
- vi. Borrowers shall replace lost or damaged library materials with new versions of the same.
- vii. Renewal of library book and of other educational materials are generally allowed if no reservation has been made for the same. by others
- viii. Personal items, for example books, folders, files, blazer, jerkins, overcoats, etc. are not allowed in the library.
- ix. Case studies and project reports will not be issued to students and are for library reference purpose only.
- x. Library users shall maintain silence at all times in the library.
- xi. Use of cell phones is prohibited.
- xii. Library users should present their identity card for the borrowing or renewal of library material. The Librarian reserves the right to deny the issuance or renewal of library materials where the identity card is not presented by the student.
- xiii. Marking of any kind, underlining, writing on books, and defacing any publication are strictly prohibited and if defaced, the item must be replaced with a new one.
- xiv. Consumption of food and refreshments anywhere inside the library premises is prohibited.

- xv. Membership of the library is not transferable.
- xvi. Books or journals removed from the shelves should not be replaced on the shelves but should be left on the table.
- xvii. All library users are expected to read the noticeboard or browse the library website for library timings and other services.
- xviii. The librarian reserves the right to refuse admission to any student violating the rules and regulations of the library.
- xix. Students are requested to maintain the dress code of the University while they are in the library, at all times.
- xx. Students should return all the borrowed items from the library, clear all fines and return the library ID card before leaving the University.
- xxi. Carrying or attempt to carry any Library material without having them issued as per process will be a violation and necessary disciplinary action will be initiated.

Information Technology (IT) Usage Policy

Scope:

This policy applies to all the students at Alliance University and other University constituent colleges/entities. It applies to the use of all IT systems. These include systems, networks, software's and facilities administered by IT department, as well as those administered by other departments.

Use of IT infrastructure, even when carried out on a privately owned computer that is not managed or maintained by Alliance University, is also governed by this policy.

Information Technology (IT), the vast and growing array of computing and electronic data communications facilities and services, is used daily to create, access, examine, store, and distribute material in multiple media and formats. Information technology plays an integral part in the fulfilment of Alliance University's research, education, administrative, and other roles. Users of Alliance University's IT resources have a responsibility not to abuse those resources and to respect the rights of the members of the University as well as the University itself. This Alliance University IT Policy provides guidelines for the appropriate use of Alliance University's IT resources as well as regulation and enforcement of these policies.

As part of the Student Code of Conduct, all students at Alliance University are required to adhere to the following policies governing the responsible use of Information Technology (IT) resources.

1. Access and Authentication

- Students are required to obtain and use their Windows NT credentials (official University-issued username and password) to access the University's intranet, internet services, and other authenticated IT resources.
- These login credentials provide secure access and help maintain accountability across the University's digital infrastructure.

2. Wi-Fi Usage

- Students are required to access the secured campus Wi Fi network on their personal Laptops, Tablets, or iPads.
- Access to the Wi-Fi network is strictly permitted only via secured authentication, such as a unique passcode or institutional credentials provided by the University.
- Sharing of Wi-Fi credentials with unauthorized users is strictly prohibited and will be considered a violation of University IT policy.

3. Purpose of Use

- The University's internet and IT infrastructure is to be used strictly for academic and research activities.
- Internet activity is monitored using advanced tools; large-scale downloads or non-academic browsing may result in restricted access or disciplinary action.

4. Email Communication

- Each student is assigned an official University email ID for academic communication.
- Misuse of this account to send anonymous, offensive, or defamatory emails is strictly forbidden and may result in disciplinary and legal action.

5. Ethical Online Behaviour

- Posting or circulating defamatory, anonymous, or offensive content about the University, its faculty, staff, or students on any online or digital platform is strictly prohibited.

6. Intellectual Property and Copyright

- Students must comply with copyright laws and licensing agreements.
- Unauthorized duplication, sharing, or distribution of software, media, or documents is considered a violation and may result in legal consequences.

7. Prohibited Use for Commercial Gain

- IT resources must not be used for personal profit, business activities, or commercial purposes.

8. Account Responsibility

- Students are responsible for all activity conducted through their accounts and are expected to update passwords regularly.
- Accounts remain the property of the University and are subject to deactivation as per institutional policies.

9. Privacy and Monitoring

- While the University endeavours to respect individual privacy, it reserves the right to access files and communications for routine maintenance, security checks, or if misconduct is suspected.

10. Network Security and Integrity

- Students must not:
 - Attempt to gain unauthorized access to any computer system.
 - Bypass security protocols or data protection mechanisms.
 - Tamper with network components or disrupt IT services.
 - Access, alter, or delete files belonging to other users without permission.

ENFORCEMENT AND DISCIPLINARY MEASURES:

Alleged or suspected violations of the IT Policy should be reported to the IT Help Desk or the University Authorities concerned. All alleged or suspected violations will be reviewed in collaboration with the Disciplinary Committee. Abuse of information technology privileges is subject to disciplinary action, which may include the loss of these privileges and other disciplinary sanctions up to and including dismissal. An individual will also be responsible for any financial loss to the University that results from inappropriate use of information technology resources.

Annexure C

Social Media Policy

Students of Alliance University are prohibited from interacting or speaking on behalf of or for the University with any media organization or publication without written and prior approval of the Registrar or any other authorised body or persons of the University. Students on their own are also not allowed to invite any media person without the written permission of the Registrar or any other authorized body or persons of the University.

Recording photo images/video recording without the knowledge of another person

Using electronic media, inviting outside media or engaging an outside person or media to video record actions without the permission of an individual is an offence likely to be punished under law.

Exhibiting pornographic material or emailing pornographic material or using other forms such as SMS through mobiles etc. will not be tolerated by the University and is a criminal offence punishable under law. The recording, exhibiting, broadcasting or displaying of such materials, causes injury, distress, or damage to reputation of the University and harms its self-integrity as also of the community of scholars and learned. This includes, but is not limited to, taking video or photographic images in shower/locker rooms, residence hall rooms and restrooms. The storing, sharing and distributing of such unauthorized records by student by any means is also prohibited.

All provisions in the Bharatiya Nyaya Sanhita (BNS) as applicable for IT-related offences will be binding on the students.

Responsible Use of Social Media

Social media sites, as with most other web sites, are public and easily searchable. In addition to students and other key constituents of the University, sites may also be searched by future employers, aspirants to the University as well as personal acquaintances of the students, faculty and staff. The use of social media and web publishing platforms including, but not limited to Facebook, Instagram, LinkedIn, YouTube, Snapchat, X, Threads, WhatsApp, Google, Bing, Quora, Reddit, YouTube, Weblogs, brings with it a greater need for personal responsibility, particularly when engaging in online discussions or web chats as well as when exchanging or posting information using web-based platforms. While the University has clear guidelines and policies regarding certain aspects of its operation, for example academic policies by students, IT and library, among others, these do not explicitly cover all the aspects of the usage of social media.

The Social Media Policy and Guidelines to be followed by all students of Alliance University are primarily:

- i. To encourage good and responsible practice in the use of social media.
- ii. To protect the interest of the University and its stakeholders including faculty, staff, students, alumni and other secondary stake holders.
- iii. To promote an effective and innovative use of social media by the student community. official(s). Also please be smart about protecting yourself, and your privacy.

Social Media Regulation

- i. Students will post meaningful and respectful comments: no spam and remarks that are off-topic or offensive will be passed on social media.
- ii. Students must always pause and think before posting any comment or remark, reply responsibly to comments when a response is inappropriate.
- iii. Respect and honor proprietary information, content and confidentiality.
- iv. When disagreeing with another's opinion, keep it appropriate, polite and respectful.
- v. Students must not post or use content that negatively portrays or disrespects a person, group, community, religion, language, political party, and region.
- vi. Any content of social media or web platforms with an intention of maligning the University, its administrative policies, stakeholders will be treated with stringent penalties, and may result in punitive actions such as debarment from sitting the examination, campus placements, suspension, etc.
- vii. Alliance University will not take accountability and does not hold any ownership of:
 - a. Any content or damage caused by content posted on social media by its students.
 - b. Any issue caused by unlawful or flippant use of social media / web platforms.
 - c. Trusting and acting on malicious messages, posts, content by any individual or entity not endorsed by the University that may lead to financial loss or breach of privacy.
- viii. Students must not post content, images, videos on social media accounts or web pages of ongoing lectures, in-class activities, ongoing lab sessions.

- ix. Any pages, communities, profiles, accounts, created personifying the University, its academic units, officers, employees, students, stakeholders, activities is liable for penalty or legal action.
- x. Usage of the Alliance University name, logo, campus, facilities, assets, to create negative or false influence is liable for penalty or legal action.

Judiciousness in posting content

Students must ensure that their efforts to be conversational do not violate Alliance University's privacy, confidentiality and proprietary guidelines. A student must seek permission to publish or report on content (academic and administrative) that are meant to be private or internal to the University. All statements must be true and not misleading, and all claims must be substantiated and approved. Confidentiality of all academic and administrative content must be maintained at all times by the student. When in doubt, approach University authorities.

A student must never comment on anything related to academic or administrative matters without the appropriate approval of University that of peers and Alliance University's confidential information. What you publish is widely accessible and will be around for a long time, hence consider the content carefully.

The lines between public and private as well as that between personal and professional content are often blurred on social media. By identifying yourself as a student of Alliance University, you may influence perceptions about the University, particularly for those who have access to your social network profile or weblog. All content associated with the student will be consistent with your position at the School/College and with the University's values and professional standards.

Unprofessional postings by others on a student's social media page may reflect very poorly on the student. Please monitor another's postings on your profile and strive to ensure that the content will not be viewed as unprofessional. It may be useful to block such postings from individuals.

Students will help monitor their peers by alerting them to any unprofessional or potentially offensive comments made online or on social media platform. Please uphold the name of your University as well as that of yourself, your peers and friends.

Students are required to follow through on this document both in letter and spirit.

Students must remember that digital footprints are not easy to erase. They will have an impact both on their life and the career that they themselves wish to build for as well as the legacy that they want to create for their alma mater.

Responsible Behaviour

Every student has a duty to understand and abide by the policy and guidelines with regard to the responsible use of social media. A lack of knowledge of University policy will not be accepted as an excuse for failure to comply with the Student Code of Conduct on it. Any non-compliance by the students shall be subject to appropriate reprimanding and disciplinary action.

AI-generated/Non-AI Generated/ Manual preparation of harmful content, pranks / grapevine communication among students through social media or any other media/ channel related to the University, State, National Integrity or any human defamation.

Creation and Circulation of Harmful or Defamatory Content is strictly prohibited:

The creation, publication, sharing, or circulation of harmful, misleading, defamatory, or disruptive content - whether AI-generated, manually created, or produced through any other means is strictly prohibited. This includes pranks, rumors grapevine communication, or inappropriate content circulated through social media or any other platform that may harm the reputation of the university, individuals, society, state or national integrity, or result in defamation of any person or institution related to Alliance University.

Annexure D

Student Code of Conduct for Laboratory and Workshop classes

- i. Students are to report for the required laboratory and workshop sessions on time.
- ii. Students are required to wear laboratory/workshop uniforms as prescribed by the University. Care should be taken by the students to wear heavy duty shoes for safety in the workshop.
- iii. All Laboratory equipment/workshop machinery/appliances/chemicals should be handled with care by students.
- iv. Any damage caused to equipment/machinery/appliances will be recovered by the University from the concerned student/students.
- v. Students should adhere to the instructions given by the faculty/laboratory technician/ workshop technician during the laboratory class.
- vi. Students are required to report to the laboratory/workshop sessions with their record notebooks and must proceed to work silently on their experiments, either individually or in designated groups. Any unruly behaviour such as, unnecessary talking in the laboratory/ workshop is strictly prohibited.
- vii. All materials used in the laboratory/workshop are the property of the University and should not be taken out of the laboratory/workshop except under the guidance of a faculty in-charge and with the permission of the Head of the Department.
- viii. Students absenting themselves from laboratory/workshop session cannot claim to be permitted to re-do the experiments as a matter of right. The discretion/decision of the Head of the Department will be final in this case.

Academic Conduct

Punctuality

Students are required to be punctual for their classes as well as for seminars, presentations and assessment tests.

Academic Misdemeanour

The following are considered as serious offences at Alliance University and may result in the immediate dismissal of the erring student from the course. The Registrar (Examination and Evaluation) records all offences for any future reference.

- i. **Plagiarism:** Plagiarism occurs when a student submits work (that is, research, essays, and assignments) that steals and attempts to pass off another's ideas or words, or that uses another's work product without properly crediting the source. In such cases, the parties involved will:
 - a. Forfeit marks available for a given assignment and/or
 - b. Fail the course.

- ii. **Academic Misconduct:** Students engaging in any form of activities construed as cheating, copying, assisting others or receiving any form of assistance during the examinations will be subject to disciplinary action.

Any breach of requirements relating to examinations and assessments, whether committed intentionally or unintentionally, will be regarded as a 'gross misconduct' and a flagrant violation of the Code of Academic Integrity. The Registrar (Examination & Evaluation)/Dean will refer the matter to the Academic Standards Committee/Enquiry Committee, which can take any action deemed necessary.

- iii. **Proxy Attendance:** Signing in through proxy in classroom attendance or elsewhere by students amounts to signature forgery and will be treated as a criminal offence by Alliance University. Students involved in such forgery will be liable to prosecution.
- iv. **Attendance Requirements:** Every student is expected to have a minimum attendance as prescribed in the academic instructions for different courses during each semester. A shortfall in this requirement will render the student ineligible to appear for the semester-end examination. An exemption of attendance may be given to students involved in work assigned to them by the University. This will be entirely at the discretion of the Director/Dean of the school in accordance with university norms. Attendance at special seminars and guest lecturers is compulsory for students.

Annexure F

Ragging

Students should refrain from ragging of any kind. Those who violate this rule and indulge in any form of ragging will be instantly suspended from the University and the hall of residence. The Anti-Ragging Committee of the University will review the incident of ragging and take necessary action according to the due process of law.

Students must take note that ragging is a criminal offence as per the laws of the land and can result in dismissal from the University.

The attention of the students is also drawn to the judgment of the Honourable Supreme Court of India wherein it is mandatory for the institution to file a complaint with the police as per "The Circular of the Education Department, Government of Karnataka dated 16/08/1999 on Prohibition of Ragging in Colleges and Hostels."

Anti-Ragging Measures

- i. Government/University Grants Commission (UGC), guidelines notified vide no.F.1-16/2009 (CPP-II) dated 21-10-2009 on Curbing the Menace of Ragging in Higher Educational Institutions, 2009 (Under Section 26(1) (g) of the University Grants Commission Act, 1956) are strictly implemented at Alliance University.
- ii. In addition to the above, those students who indulge in the acts of ragging shall attract the punishments as applicable, which include any one or combination thereof:
 - a. Expulsion from the University/Hall of Residence
 - b. Suspension from the classes/ semester / program
 - c. Fine with a public apology
 - d. Withholding of scholarship or other benefits extended to those involved in ragging
 - e. Debarring from representation in events such as cultural or sports, or any other representation in events for which the student(s) may have been selected
 - f. Withholding examination results
 - g. Community Service
- iii. Entering the ragging incident on the Transfer Certificate/Migration Certificate of the students, which may adversely affect their career.

- iv. No placement assistance.
- v. Filing of a complaint by the affected student with the Police Authority (as per the Supreme Court's Directive).
- vi. The affected student is required to submit an anti-ragging affidavit as per the UGC notification / guidelines.
- vii. Continuous watch and vigil over ragging by Alliance University and the University will promptly deal with the incidents of ragging brought to its notice.
- viii. The University will summarily punish or reprimand the guilty student(s), either by itself or by following procedures, administrative or otherwise, by constituting a special Enquiry Committee and put forth its findings or recommendations before the competent authority to take a decision.
- ix. Students are encouraged to report any ragging act witnessed or experienced by them to the University's administrators, faculty, Student Affairs, Grievances Committee or any other staff member with whom the student may feel comfortable. The University ensures the confidentiality of such a disclosure by the student.

Disciplinary Action

The Disciplinary Committee will deal with all disciplinary matters. The Committee shall constantly monitor the behaviour of the students. All disciplinary matters will be placed before the Committee, which will hear the matter and take action according to the due process of law.

The Disciplinary Committee hearing any matter will pass a resolution of termination, suspension, retention, penalties or any other action as deemed fit and necessary. The decision of the committee shall be final and binding.

Annexure G

Payment of Fees

- i. All fee payments to the University will be made on or before the date specified by the University.
- ii. Failure to make fee payments by students on time will invite appropriate penalties as the University may prescribe, which also includes the cancellation of admission of the defaulting student.
- iii. The fees for the entire course/program will be paid by the student who intends to discontinue for any reason whatsoever and at any time during the course/program.

Annexure H

Sexual Harassment

Sexual harassment is defined as any unwelcome physical contact or sexual advance, requests for sexual favours and other verbal or physical conduct of a sexual / sexist nature when:

- (i) submission to such conduct is made a term or condition for participating in educational courses;
- (ii) submission to or rejection of such conduct is used as a basis for academic decisions affecting the student;
- (iii) such conduct has the purpose or effect of unreasonably interfering with a student's academic performance thereby creating an intimidating , hostile or offensive working or learning environment.

Some examples of sexual harassment may include, but are not limited to the following.:

- A. Creating an offensive learning environment by repeated written, verbal, physical and/or visual contacts with sexual overtones
 - a. Written forms include suggestive or obscene letters, notes and invitations.
 - b. Verbal forms include derogatory comments, slurs, jokes and epithets.
 - c. Physical forms include assault, unwelcome physical contact, impeding or blocking movements.
 - d. Visual forms include leering, gesturing, display of sexually offensive objects, pictures, cartoons or posters.
- B. Establishing a pattern of conduct that causes discomfort and/or humiliates a student at whom the conduct is directed and includes:
 - a. Unnecessary touching, patting, hugging or brushing against a student.
 - b. Remarks of a sexual nature about a student's clothing or body, remarks about sexual activity or speculations about previous sexual experiences.
 - c. Continued expressions of sexual interest after being informed that the interest is unwelcome.
 - d. Making reprisals, threats of reprisal or implied threats of reprisal following a rebuff of harassing behaviour.
 - e. Retaliating against a student for reporting or threatening to report sexual harassment.

Annexure I

Disruptive Conduct

Disruptive conduct is termed as conduct that is intentionally disruptive and substantially obstructs or disrupts the teaching, operations or normal functioning of the University. This includes but not limited to the following:

- i. Disruptions in classroom / labs
- ii. Disrespectful or threatening behaviour
- iii. Vandalism
- iv. Non-Compliance with University Policies, Rules and Regulations
- v. Inappropriate usage of Technology
- vi. Physical Violence
- vii. Inappropriate behaviour in common areas such as Library, Food Court, Hall of Residences etc. that may disrupt the peace and order, or cause discomfort to others.
- viii. Academic Misconduct
- ix. Possession and/or use of prohibited or illegal substance of intoxication

Discrimination

Engaging in verbal or physical behaviour directed at an individual or a group based on origin, race, creed, gender, religious belief, or sexual orientation that, according to a person of reasonable sensibilities, is likely to create an intimidating or demeaning environment that impedes the access of other students, faculty and staff to the educational benefits available to them.

Discrimination as a form of disruptive conduct includes remarks made by a student that are derogatory, racist, discriminatory, patently offensive, profane, sexually explicit or communicated as graphic messages, either in words or pictures, and which demonstrate a bias or discrimination against any individual or group within the University.

Falsification

Falsification means wilfully providing University offices or officials with false, misleading or incomplete information; forging or altering official University records or documents; either further conspiring with or inducing others to forge and/or alter University records and documents.

Illegal or unauthorized possession or use of weapons

Illegal or unauthorized possession or use of a weapon by a student means possessing or using weapon or articles and substances which are usable as weapons and include, but are not limited to: firearms, incendiary devices, explosives which are dangerous, biological or chemical agents. The illegal or unauthorized possession or use of weapons by a student is serious offence liable to prosecution under law.

Illegal or unauthorized possession or the use of drugs, alcohol and smoking

- i. Alliance University strongly believes in a 'Drug Free Campus'. It is the policy of Alliance University that no student will distribute, possess or use illegal drugs or a controlled substance on its premises. Possession of paraphernalia associated with the illegal use, possession or manufacture of a controlled substance is also prohibited.
- ii. **Smoking:** Smoking as a policy is prohibited inside the premises of all the campuses including the halls of residence of the University. Smoking or possession of cigarettes, e-cigarettes/vaping, hookahs, shisha and smokeless tobacco etc is a serious offence and will necessitate disciplinary action.
- iii. **Alcohol:** Entering the campus or any other facility of the University, including the Halls of Residence under the influence of alcohol, possession of alcohol or drinking in the University premises including the Halls of Residence are serious offence and will attract disciplinary action.

"Alliance University follows a zero-tolerance policy towards possession, use, manufacture, sale, distribution or facilitation of prohibited substances, alcohol, tobacco products, vaping devices and unauthorized weapons on campus or during University-related activities"

Unauthorized access and use

Unauthorized access and use means accessing without authorization from University by a student such as its property, facilities, services, information systems and obtaining or providing to another student or person the means of such unauthorized access, which includes but is not limited to using or providing without authorization keys, access cards or access codes of the University. Unauthorized access and use also include using the University's telecommunications, data communication networks for illegal or improper purposes or in violation of University regulations and policies, or related laws.

Public display of affection

Alliance University promotes a healthy interaction between genders at its educational campuses provided that the same is restricted to academic and professional spheres. Public display of affection through explicit physical contact by students in public places is banned and is construed as a punishable offence.

Students of Alliance University are refrained from displaying public affection towards another student at all the establishments of the University. Students are required to maintain decency in behaviour and discipline at all times and must refrain from indulging in boisterous activities including birthday celebrations. Festival celebrations, however, can be planned with prior approvals.

Refusal to identify

Refusal to identify means falsely identifying oneself when requested by an authorized University official including members of the hired security personnel. Signing in by a student of proxy attendance amounts to signature forgery and this will be treated as a criminal offence by Alliance University. Students involved in such forgery will be liable to prosecution.

Act of violence, threatening, harassing, or assaultive conduct

An act of violence and threatening, harassing or assaultive conduct by a student means engaging in conduct that causes injury to other students or residents of the educational campus, endangering the health and safety of another person, and includes but is not limited to threatening, harassing or assaultive conduct. A student who engages in such conduct is liable for disciplinary action under the University code of conduct.

Theft, property damage and vandalism

Theft, property damage and vandalism by a student includes theft, embezzlement, damage, destruction, unauthorized possession or wrongful sale or gift.

Damages / Misuse of university property which includes university Hostels, safety systems, classes, playgrounds, labs, transport equipment and all other entities under ownership of the university

Any damage to, destruction of, or misuse of university property is strictly prohibited. This includes, but is not limited to, university hostels, safety and security systems, classrooms, playgrounds, laboratories, transport facilities and equipment, and all other assets owned, operated, or maintained by the university.

Forgery, submission of fake documents, misrepresentation of University, manipulation of academic records, notes, assignments, certificates, logo etc. or, any other academic & non-academic documents related to Alliance University.

Forgery of signatures, submission or creation of fake documents, misrepresentation of the university, or manipulation/tampering of academic records, notes, assignments, certificates, university logos, or any academic and non-academic documents, processes, or functions related to Alliance University is strictly prohibited

Illegal occupation / Bringing Trespasser / unauthorized person into campus / Hostels without authorization / soliciting external interference or any student claim of ownership of any university assets etc.

Illegal occupation of university premises, unauthorized use or claim of ownership over university assets, bringing trespassers or unauthorized persons into the campus or hostels without prior approval, or involving external individuals in activities that interfere with university operations, safety, discipline, or administration is strictly prohibited. Such acts related to Alliance University will be treated as serious violations of the student code of conduct.

Gambling, betting or any other speculations in the University / Hostel or Playing Cards (Including UNO Cards)

Engaging in gambling, betting, wagering, or any form of speculative activity within the university campus, hostels, or any premises associated with Alliance University is strictly prohibited. This includes both physical and online activities conducted individually or in groups.

Unauthorized commercial or fund-raising activities on campus / hostel or any other assets owned by the university

Conducting or promoting unauthorized commercial activities, business operations, sales, solicitation, sponsorship drives, fund-raising activities, or organizing events, meetings, gatherings, celebrations, campaigns, or performances within the campus, hostels, or any premises associated with Alliance University without prior written approval from the university authorities is strictly prohibited.

Unauthorized tampering of classes, events, meetings, interviews during Academic and non-academic functions

Unauthorized recording, photography, audio/video capture, tampering, manipulation, or misuse of classes, attendance records, meetings, interviews, examinations, academic sessions, or non-academic functions conducted within or on behalf of Alliance University is strictly prohibited.

Students' misbehavior with university officials or Obstruction of duty of officials (physical or verbal)

Any form of misbehavior, physical misconduct, assault, verbal abuse, intimidation, use of force, threatening behavior, harassment, or obstruction towards university officials, faculty members, staff, security personnel, or authorized representatives of Alliance University

Activities leading to division or disharmony among students, hate speech, provocative slogans, anti-national or anti-humanity acts

Engaging in hate speech, use of provocative slogans, incitement of violence, discriminatory or inflammatory behavior, or participation in any anti-national, anti-humanity, or unlawful activities within or outside the campus that may disturb harmony, public order, human dignity, or the reputation of Alliance University is strictly prohibited.

Disruption of university events or official functions

Any act that disrupts, obstructs, interferes with, or causes disturbance during university events, academic activities, examinations, meetings, ceremonies, cultural programs, or official functions conducted by or on behalf of Alliance University is strictly prohibited and shall be subject to disciplinary action.

Unauthorized entry in restricted areas

Unauthorized entry, access, or presence in restricted, prohibited, or secured areas of Alliance University, including laboratories, administrative offices, server rooms, hostels, examination areas, maintenance zones, or any other designated restricted premises, without proper authorization is strictly prohibited.

Unauthorized digital access / hacking / cyber crimes:

Unauthorized access to university digital systems, networks, servers, databases, email accounts, learning platforms, surveillance systems, or any electronic resources; hacking, phishing, data theft, cyber fraud, malware distribution, identity misuse, or involvement in any form of cybercrime related to Alliance University is strictly prohibited and may result in disciplinary as well as legal action.

Cyberbullying & Online Harassment

Any form of cyberbullying, online harassment, intimidation, stalking, trolling, defamation, abusive communication, sharing of offensive content, or misuse of digital platforms, social media, messaging applications, or electronic communication channels to target, threaten, or harass any student, faculty member, staff, or individual associated with Alliance University is strictly prohibited.

Identity fraud (duplicate ID, impersonation)

Any form of identity fraud, including use of duplicate or forged identification cards, impersonation of another student or individual, misuse of university credentials, or false representation of identity in academic, administrative, digital, or non-academic activities related to Alliance University is strictly prohibited.

False complaints / malicious reporting

Filing false complaints, making malicious allegations, providing misleading information, or intentionally submitting fabricated reports against any student, faculty member, staff, or official associated with Alliance University with the intent to defame, harass, mislead, or cause harm is strictly prohibited and may invite disciplinary action.

Annexure J

Dress Code

Student attire at the University reflects good grooming and the overall ambience of the campus. The University, a temple of learning and professional development, hosts distinguished guests and visitors often- dress code of its students positions it as a world-class institution.

Students are required to follow the following guidelines and dress code as a mark of campus culture, decorum, and discipline:

- I. Students must always wear their University ID Card on campus.
- II. At all times within the Administrative Blocks, Offices, Academic Blocks (Learning Centers), and Laboratories, students must be dressed in formal attire. Men shall wear formal shirts, trousers, and formal leather or faux leather shoes. Women shall wear formal suits with trousers, salwar kameez, or sarees, along with formal leather or faux leather shoes or sandals. Students are also expected to maintain a professional appearance, including a proper haircut, a neatly trimmed beard (where applicable), and a neat hairstyle.
- III. The above dress code shall be applicable for all seminars, presentations, placement activities, and other formal functions organized by the University irrespective of the day and time. In addition to the above, students must adhere to the respective dress codes as prescribed by their Schools/Colleges.
- IV. Students are expected to adhere to the above-mentioned dress code while visiting the Library during academic office hours, i.e., from **8:00 a.m. to 6:30 p.m.** on all working days. During non-class hours on working days, students may enter the Library only in smart casual attire. Clothing such as pyjamas, night shorts, capris, nightgowns, and slippers is not permitted.
- V. For the Food Court between 7:00 am and 6:30 pm on all working days, students will be attired in formals, smart casuals, or sports gear. Clothing such as pyjamas, night shorts, capris, nightgowns, and slippers are not permitted at any time.
- VI. Students are expected to be in decent attire or appropriate sports / fitness wear while using the gymnasium, playing a sport, or during any recreational activity. Wearing revealing clothes is not encouraged on Campus.
- VII. Students must be mindful of their attire and respectful of their peers, even in other public areas such as food outlets, activity center, sports grounds & hostel corridors. On Saturdays, Sundays and holidays, students will be attired in smart casuals.
- VIII. Inappropriate attire / not wearing ID Card will invite disciplinary action and or penalty as per Annexure 'N' of the Alliance University Student Code of Conduct Handbook.

Annexure K

Vehicle Parking

- i. Students seeking access to parking facilities for two- or four-wheeled vehicles must register with the University, pay a fee, and obtain a parking sticker. The sticker must be visibly displayed on the vehicle to enter any of the University's educational campuses. Vehicles without the appropriate sticker will not be permitted inside the campuses. To receive a parking sticker, students are required to submit copies of a valid driving license and RC book. Parking spaces on the central campus are limited and allocated on a first-come, first-served basis.
- ii. Vehicles are not permitted beyond the parking lot and students are advised to follow all precautions for safe driving.
- iii. Helmet for two-wheeler for both the rider and the pillion is mandatory
- iv. Parking is at the owner's risk and the University shall not be responsible for any loss or damages to their vehicles.
- v. The concerned student will be held responsible for any violation of rules even if the vehicle is not driven by student.
- vi. Entry and exit of vehicles will not be permitted without the driver and the occupant(s) wearing a helmet (two- wheeler vehicles) and seat belts (four-wheeler vehicles).

Annexure L

Halls of Residence / Hostel Rules and Regulations

A student pursuing his / her studies at Alliance University, may reside in Hall of Residence (Hostel) owned, or leased, and maintained by the University during the duration of the academic program. The University may provide housing on the campus and off-campus residences to the students desirous to avail the hostel facility. The information regarding hostels is provided on the University student portal along with the accompanying Rules and Regulations that govern the residents. The Rules and Regulations are framed to ensure that the student-residents are comfortable, secure and safe in an environment that provides for high quality living, while conducive for academic pursuits; at the same time ensuring that the residents be equally responsible to ensure the protection and safekeeping of the university properties and maintaining of good order.

As per University's notification no. AU/HOSTELS/2023-24/010 dated 20-01-2023 the Rules and Regulations for the Resident-Students come into immediate effect and the students shall abide by the same.

1. Admission and Termination**1.1 Admission**

Admission to a Hostel is provisional and will be confirmed only after approval from the Hostel Administrator and is also subject to satisfactory medical examination and payment of fee as given below:

- a. Medical Examination: The Medical examination is conducted by Alliance Centre of Health Care (ACHC). The student is required to disclose all past medical history. Any nondisclosure of past medical history is at the risk of the student.
- b. Hostel Fee: The student shall pay Hostel fee for one academic year (paid in 2 instalments), along with interest-free refundable deposit in advance at the time of admission. The term for the hostel fee is one academic year as per the academic calendar of the respective program of the concerned School/College.

However, Doctoral students shall be eligible for hostel accommodation either on a day-basis or for a semester, subject to availability and approval by the University.

The hostel fee is inclusive of room rent, electricity and water charges, canteen meal Scheme and Laundry services. The details of terms and conditions for laundry services and that of meal scheme are published from time to time.

A student availing University- provided residence may on certain occasions not be residing in the allotted room, but is still required to pay the hostel fee, notwithstanding any circumstance whatsoever, owing to such reasons including but not limited to vacation, internship work, medical or early placement, etc.,

The hostel fee shall be paid by Electronic Transfer/ Demand Draft. Link for the hostel payment: <https://fees.alliance.edu.in>

1.2 Accommodation

A hostel provides feeling of home-away-from-home to students. The University has Halls of Residence for students with a secure and a comfortable environment. Each Hall of Residence has a warden and assistants, who are supervised by a chief warden and the hostel administration to promptly address the day-to-day issues of the hostel residents. The Halls of Residence accommodates students in single; double; triple and quadruple sharing rooms with round-the-clock internet connectivity. The rooms are available on a 'first-come-first-serve' basis ONLY.

1.3 Room Allotment/Shifting

Room allotment is done by the Hostel Administrator in consultation with the General Manager – Administration & Facilities. Students shall not interchange their rooms with other students or shift into vacant rooms/beds without prior written permission from the Hostel Administrator. The Hostel Administrator may however direct a student to shift from his/her room to another room in the same hall of residence or to any other university-provided residence as and when there arises a need to do so.

1.4 No Creation of Tenancy

No right in nature of tenancy or any other right is created by occupation or use of hostel premises and property. A student is merely permitted to temporarily stay in the hostel, under the rules and regulations framed by the University, from time to time.

1.5 Re-allotment of Hostel Accommodation

While provision of hostel accommodation at the time of admission usually provides for continuation of availing hostel facility in the subsequent years, the University reserves its right to discontinue a student's stay in the hostel at the end of an academic year based on its needs. Continuation of stay in the hostel will be denied to those students who have indulged in acts of indiscipline or are facing any disciplinary charges.

1.6 Local Guardian

The student will register details of local guardian duly authenticated by parents. A copy of hostel rules will be signed by the local guardian. Student not having local guardian will be required to get an e-mail/letter from parents to this effect.

1.7 Safety & Personal Belongings

Every room has provision for being locked and the students will at all times keep their room doors locked with their own padlocks. The student is personally responsible for safety of his/her valuables, and these should be kept in the cupboard under lock and key. The student should not leave mobile, ornaments and other valuables unguarded. Student should not change lock and key without permission of the Hostel Administrator and are advised to get duplicate keys made with the permission of Hostel Administrator to guard against loss of keys. The University under any circumstance will not be liable for any loss of students' belongings.

1.8 Furniture & Fixtures

The student shall not bring any extra furniture or other fixtures in the room. All furniture and fixtures in the rooms allotted to the student must be cared for properly. The student will be required to pay double the original cost if any item is found damaged or missing from the room due to careless / negligent handling. The student will also be required to pay twice the charges of the repair of an item that is found to have been wilfully damaged or have been damaged on account of misuse.

- a. Interchange of Furniture/Fixtures: Student is prohibited from interchanging any furniture/fixture from one point/location in the hostel to another. Besides a penal recovery as imposed by the Hostel Administrator, students involved in such activities may be expelled from the hostel.
- b. Assets in Common Areas/Corridors: Theft/damage to hostel assets in common areas/corridors will be recovered from all students of the flank/wing involved. In case of theft/damage to items that pertain to usage by the entire hostel, recoveries will be made from all the occupants of the hostel.

1.9 Electricity Restrictions

Electricity is a scarce resource and must be used responsibly.

Electric appliances shall not be permitted in the room and any defiance of this shall authorise the Hostel Administrator to confiscate the gadget forthwith. However, Table lamps can be used for study purpose, the lights in the bathroom

should be used only as and when necessary and shall be switched off, when the bathroom is not in use. While leaving the room, students should take care to switch off the lights and fans without fail. In case of default on this account, an appropriate fine per default-occasion will be imposed by the Hostel Administrator.

1.10 Water Timings and Hot Water Facility

Water is a scarce resource and must be used responsibly.

Hot water timings have been laid down and the same are displayed on hostel notice board. The student should not leave taps open, as it will result in loss of water and aggravate water problem. A penalty as deemed adequate by the University will be imposed on violators.

1.11 Room Inspection

The Hostel Administrator / Hostel Wardens/ or any other Officials of the University may at their discretion inspect/check any room or student's belongings during any time of the day or night.

Maintaining cleanliness, therefore, shall be sole responsibility of the occupants, while unkempt rooms will be viewed seriously. Disciplinary action will be taken on students found to be in possession of / using unauthorized / banned / illegal substances.

1.12 Vehicles

Students who have two wheelers shall get due sanction from the Hostel Administrator by submitting a copy of registration papers and driving license. Vehicles with Alliance University sticker only will be permitted inside the campus. Four wheelers of the students are discouraged to be brought inside the campus and strictly forbidden in the residential areas of the university. Students may however park their four/two wheelers in the designated parking space provided opposite the main campus. Parking of the vehicles alongside the main road outside the campus is discouraged as it would be gross violation of the traffic rules; students will be solely responsible for any damage of the vehicle or theft or towing away of the same.

1.13 Duration of Residence

A student-resident is required to stay in the hostel till the completion of the course. However, the University by way of appropriate communication, usually issues a notification during the ending months of an academic year calling for applications from students who may wish to not to continue to avail the hostel

residence, and such applications are considered on a case-to-case basis granting approval to a student to withdraw from the hostel facility. At no other time, under any circumstance can a student apply for withdrawal from hostels except when announced by the University as stated supra.

A student graduating shall have to vacate the hostel within five days of completion of her/his examination or any such academic requirement, whichever is later. Any extra day will be charged as per norms and for such extra days, prior written permission from the Hostel Administrator is required. In case a student does not vacate her/his room, the belongings will be removed from the room and the room will be locked by the Hostel Administrator in the presence of a senior officer with no responsibility of the Management for the loss, if any.

1.14 Expulsion from Hostel

The University reserves the right to terminate the temporary occupancy of the student for any willful disobedience or defiance of authority, whether directly or indirectly involved, non-observance of hostel rules, causing damage to person or property, whether intentional or due to negligence or indulging in anti-social, anti-national or undesirable activities including, but not limited to acts prohibited under applicable law and university regulations. In such cases, the deposit shall be forfeited, and hostel fee will NOT be refunded subject to the applicable provisions of the University Rules and Regulations. Students recommended for expulsion from the respective Schools/College will also be expelled from the hostel, and the hostel deposit and the hostel fee will not be refundable without prejudice to any further disciplinary or legal action.

1.15 Use of residence facilities during vacation and other times

A student during vacation or during internship or on account of an opportunity of early placement or for any other reason not living in the university-provided residence will be required to pay the hostel fee, unless otherwise approved in writing by the Competent Authority. On completion of the final year of the program or when a student desires to vacate hostel accommodation at the end of an academic year, he/she should take all his/her belongings with him/her, within the prescribed time limit. The University shall not be liable for any personal belongings left behind after vacating the hostel.

2 Attendance, Hostel Timings, Leave and Visitors

2.1 Attendance Register

Attendance is taken by the warden every night before the end of the deadline prescribed for residence entry. Each resident must personally sign the

attendance register / record biometric attendance every day before the cut-off time. Beyond the prescribed time, exit from the hostel will not be permitted. Defaulters on this account will be liable to face disciplinary action.

2.2 Campus and Hostel Timings

CAMPUS ENTRY TIME 9:30 pm

HOSTEL TIMINGS

Students are required to return to the hostel by 9:30 p.m. Students who wish to use university academic facilities beyond this time must return no later than 11:55 p.m. Please note that entry and exit timings may be revised and will be communicated as necessary. Hostel entry doors will reopen at 5:00 a.m. the following day. Students remaining on campus after 9:30 p.m. should record their presence using the Biometric scanner located at either the Department of Student Support Services or the Library. It is mandatory for these students to utilize institutional transportation when returning to their hostels. Any student arriving late is required to register their late arrival in the designated logbook at the entrance; this information will be communicated to their parents and local guardians. Accumulating three late entries will result in revocation of hostel residency privileges, with no refund of fees. This decision will also be conveyed to the student's parents and local guardian.

2.3 Staying out of the hostel for Night (s)

A student is permitted to stay night(s) out of the hostel only with the prior approval of the Hostel Administrator and with prior approval of the parents, including for such reasons as visiting the guardian or travelling outstation for participating in various events / competitions approved by the University. Such permission is considered only after submitting proofs and application along with parent's consent submitted to the Hostel Administrator [in the prescribed format](#). The student will inform the Warden and make an entry in the Outstation/night-out Register kept with the Warden [prior to the departure](#). However, in case of medical emergency student can contact the warden directly.

2.4 Celebrations / functions

Students shall not congregate in any place in the hostel premises for such reasons as to celebrate certain events including but not limited to festivals, birthdays etc. However, with prior permission of the Administrators, students may celebrate such events at a common place in the canteen/food courts only, and restricted for one to two hours during the day time. Any activity that can cause discomfort to other residents and loud noise is strictly forbidden during the night. No outside guest or interference of any kind will be allowed.

2.5 Medical Emergency (Alliance Center of Health Care (ACHC))

ACHC offers First Aid services to students. Students who feel unwell are encouraged to promptly contact ACHC for immediate First Aid assistance. In the event of a medical emergency, the student will be transported to the hospital by the Campus ambulance. Emergency Medical Helpline numbers are prominently displayed in all Hostels.

2.6 Identity Card

Students must always carry their Identity cards provided to them by the University when moving out of the Campus, so that in case of any emergency, the University can be contacted and informed. Students should always wear the ID cards on their person while moving in the campus and co-operate with Chief Proctor, Security personnel or any other authorized officials of the University for verification and checking of Identity Card. Disciplinary action will be taken on students not wearing their ID cards or not carrying the same with them.

In the event of loss of the Identity Card, student must immediately report the fact and get a replacement issued at cost.

2.7 Visitors / Parents

Parents are allowed to visit a student only in the visitor's lobby between 9.00 am to 11.00 am and 5.00 pm to 7.00 pm on working days and between 11.00 am to 5.00 pm on Sundays and public holidays. No student shall take any visitor including her/his parents/guardians to the room. Personal servants/domestic helpers are not allowed inside the rooms.

Parents are requested to give an undertaking to cooperate with the university authorities and be available on call.

3 Mess and Dining Facility

3.1 Mess

The student shall pay mess fee for one academic year (payable in 2 installments) in advance at the time of admission to the hostel. If a student is sick, written application by the student endorsed by the Hostel Administrator and medical certificate by ACHC should be given to supervisor for serving food in the room.

3.2 Food Committee

Food committee will decide the menu, check food quality from time to time, maintain a record of such inspections and give feedback on quality and other aspects of mess and dining. Students are encouraged to offer their valuable and constructive suggestions to enhance the services. using the QR Code provided at the Food Court.

3.3 Mess Dining Rules and Food Wastage Control

Only authorized mess members are permitted to dine in the mess and canteen. Bringing or consuming outside food in the mess or canteen is strictly prohibited. Members who do not intend to have their meal at the mess or canteen are expected to inform the mess management in advance, wherever possible. This helps in planning meal preparation efficiently and minimizing food wastage.

3.4 Day Scholars / Guests

Day scholars and guests are permitted to dine in the mess and canteens on payment of the applicable charges. Access to dining facilities is subject to availability and adherence to the rules and regulations of the mess and canteen. All such users are required to follow the same standards of conduct and discipline as applicable to regular mess members.

3.5 Mess Timings (subject to change)

Breakfast	-	7.00 AM to 10.00 AM (8.00 AM - 10.00 AM on Sundays & Holidays)
Lunch	-	11.00 AM to 3.00 PM
Snacks	-	4:00 PM to 6.30 PM
Dinner	-	7.30 PM to 10.00 PM

These timings shall be strictly adhered to by all members.

Timings for dining is subject to change from time to time and accordingly notified.

4 General

4.1 Dress Code

Students should adhere to the dress code policy as envisaged in *Annexure J* of this handbook.

4.2 Silence and Responsible Behavior

Residents must be sensitive to the fact that others too have their rights and privileges and hence no act(s) that oppose or disregard this fundamental principle shall be allowed. The University shall take serious exception to any behavior or act that even remotely indicates discrimination of others for any reason whatsoever; while ragging, harassing, altercations, quarrels,

manhandling, etc. shall entitle the University to summarily dismiss the errant resident from the hostel and the University.

Strict silence shall be observed in hostels. Care shall be always taken to ensure that music/any other sound does not disturb other residents of the hostel.

4.3 Cleanliness and Hygiene

Students shall keep their rooms, verandah, and surrounding areas tidy, neat, and clean at all times and shall not throw anything including trash, in such places or any premises in the resident buildings, except in the dustbin or the place specifically provided for the said purpose. No wet clothes should be dried on the furniture or in corridors/ balconies. No student shall store any cooked food in the room. Rooms with attached bathrooms / toilets shall be cleaned by the University housekeeping staff once fortnight, while common bathrooms / toilets shall be cleaned and maintained by the University housekeeping staff every day. Care to ensure that the living conditions are absolutely clean and hygienic is the joint responsibility of all the residents.

4.4 Registration of Personal computers, use of licensed antivirus software and compliance to internet policy

It is mandatory for all students to register their laptops/PCs and install and maintain licensed antivirus software. Students shall abide by the Internet Usage Policy, IT policies and Cyber Security policies of the University.

4.5 Resident Staff

Students shall treat all University staff including the housekeeping staff with dignity, respect and courtesy. Service of the housekeeping staff should NOT be utilized for private or personal work. Students shall not offer cash, gifts or any other gratuity to the hostel staff.

5 Strictly Prohibited Activities

5.1 Ragging

Ragging in any form whatsoever is strictly BANNED. It is a cognizable offence and violation shall attract disciplinary and legal action, in addition to expulsion from the University. Being a silent spectator and not reporting/stopping others indulging in ragging is also an offence and will invite similar disciplinary action, as deemed appropriate. Accepting/undergoing ragging and not reporting this is also an offence, whether directly or indirectly. Students should report any such incident immediately to any member of the Anti-Ragging Committee / Warden / Hostel Administrator / Security Personnel directly at any time of the day / night, without any delay.

5.2 Alcohol / Drugs / Smoking / sexual harassment / discrimination

Alliance University is an ALCOHOL-FREE; DRUG-FREE; SMOKE-FREE and HARRASSEMENT-FREE Campus. No student shall ever bring, store, possess, distribute, consume and/or drink any alcohol/ intoxicating drink, drug, or substance of any kind whatsoever and/or smoke in the room and/or in any part of premises of the University Campus. The same shall apply to visitors also. Any act or behaviour of even the slightest hint of sexual harassment or discrimination against others for any reason whatsoever will be viewed seriously. An occurrence of such behaviour shall invite strict disciplinary action leading to expulsion from the Hostel and the University.

The Chief Proctor, Security Personnel, Anti-drug committee/squad or any other authorized officials of the University shall have the right to check the belongings / bags / pockets at the main gates or any entrance to any of the University buildings. Students are strictly advised to not to come into the University premises after consuming alcohol / contraband substances; and if discovered so even in mildly inebriated state, strict disciplinary action will ensue.

Any student or member found guilty of indulging in any of these acts shall summarily be dismissed and the university shall report the incident to the appropriate authorities for further criminal actions as per law of the land.

Notwithstanding what is here above stated, any act or behaviour detrimental to the image of the university or to other members will be viewed strictly.

5.3 Internet and Online social media

All students are required and expected to adopt responsible behaviour when using the internet facility as also the social media, whether on or off campus, remembering the fact that the digital footprints stay for a very long time. Students are required to comply with the code of conduct stated in the overall code-of-conduct handbook; specifically related to the media contact and responsible use of social media sections as amended from time to time.

Any act(s) or behaviour in contravention to the same will forthwith invite disciplinary action, including but not limited to suspension, expulsion, or other penalties as prescribed by the University.

5.4 Political or Communal Activity

Students shall not indulge in any political or communal activity which is detrimental to the law-and-order situation. Students shall refrain from participating in any propaganda or promotion and campaigning of any nature whatsoever in respect of any political or communal matters, whether in person, online or through any electronic or digital platform.

5.5 Firearms and other dangerous materials

Any type of storage or possession of firearms, ammunition, explosives, and inflammable goods on the premises of the hostel is strictly prohibited. Violation of the rule will lead to immediate expulsion from hostel and the University. The University reserves the right to alert the law enforcement agencies where deemed necessary.

5.6 Pets

Students are strictly prohibited from bringing or keeping any pets within the premises, including but not limited to fish, cats, dogs, and similar animals. Students should also refrain from pampering, petting, or feeding stray or other animals such as dogs or cats that may occasionally be found on the campus.

6 Violation of Rules and Regulations

6.1 Disciplinary action

In addition to penalties, and punitive actions provided in these Rules and Regulations, Disciplinary action as per the University Code of Conduct shall be taken against a student violating these Rules and Regulations.

6.2 Recovery of Damage/Loss to Property

If any common property is lost, damaged, defaced, destroyed, or stolen, the cost of repair or replacement shall be recovered from the students in equal share who are found responsible for the act. In case the damage/loss cannot be pinpointed to specific group of residents, then collective fine/recovery will be levied.

7 Suggestion Box / Register

Suggestions, complaints/grievances may be either deposited in the Suggestion Box or entered in the Suggestion Register kept in the hostel premises or through the Student portal; students are encouraged to write their suggestions responsibly to the Campus and Estate Administrator.

Annexure M

Disciplinary Proceedings

An incident of indiscipline / breach of the Code of Conduct by a student of Alliance University will be reported to the Secretary, Disciplinary Committee. The defaulting student will be issued a Show Cause notice where necessary. Such students will appear before Disciplinary Committee which will hear and take appropriate action(s). The Disciplinary Committee will communicate the decision to the defaulting student(s) in writing, a copy of which will be sent to respective parents and relevant department / sections of the University for appropriate action(s).

Non-cooperation in disciplinary process after third notice, if student is not appearing the DC meeting:

Failure to cooperate with disciplinary proceedings, including non-appearance before the Disciplinary Committee (DC) despite issuance of three official notices, refusal to respond to inquiries, or non-compliance with directions issued by the university authorities of Alliance University shall be treated as a violation of the student code of conduct and will attract disciplinary action.

Annexure N

Punishment and Penalties

One or more of the following courses of action can be taken when a student is found to have violated the student's Code of Conduct:

- i. A written letter of reprimand by the University resulting from a student's misconduct.
- ii. Suspension is a sanction that terminates the student's enrolment at the University for a specified period of time.
- iii. Monetary fines are a sanction in which a student is required to deposit a specified amount of money as penalty or any amount deposited by the student previously is forfeited or adjusted, resulting from misconduct. It also includes restitution which means providing compensation for loss, injury, or damage to the University, properties.
- iv. Confiscation: means confiscation of goods used or possessed in violation of the University regulations.
- v. Restriction of privileges: means the denial or restriction of specified privileges, including but not limited to, access to student facilities, placement programs, University events for a defined period of time.
- vi. Withholding of Diploma or Degree: withholding of diploma or degree means the withholding of diploma or degree of a student otherwise earned for a defined period of time or until the completion of assigned sanctions.
- vii. Dismissal: is a sanction which permanently separates a student from the University without opportunity to re-enroll in the future.
- viii. Community service assigned for a specific number of hours of service.
- ix. Restitution: Repair or replacement of property damaged at the student's cost.
- x. Other sanctions: other appropriate sanctions may be imposed by the competent authority of the University singularly or in combination with any of the sanctions noted above.

Penalty Matrix for Student Misconduct

Category	Level	1st Instance	2nd Instance	Repeat Instance
Contraband (Possession / Consumption)	Alcohol Consumption outside the campus & entering the Campus / Hostel	- Warning & undertaking - Fine of Rs. 5,000/-	- Expulsion from Hostel (where applicable); and / or - Suspension from the Program for one semester	Termination from the Program
	Alcohol Consumption inside the campus	- Warning & Undertaking - Fine of Rs. 10,000/-	- Expulsion from Hostel (where applicable); and / or - Suspension from the Program for one semester	Termination from the Program
	Alcohol Possession	- Warning & Undertaking - Fine of Rs. 5,000/-	- Expulsion from Hostel (where applicable); and / or - Suspension from the Program for one semester	Termination from the Program
	Smoking inside the campus	- Warning & Undertaking - Fine of Rs. 5,000/-	- Expulsion from Hostel (where applicable); and / or - Suspension from the Program for one semester	Suspension from the Program for one academic year
	Possession of Cigarettes inside campus	- Warning & Undertaking - Fine of Rs. 2,000/-	- Expulsion from Hostel (where applicable); and / or - Suspension from the Program for one semester	Suspension from the Program for one academic year
	Contraband / Narcotic Items (Possession and consumption)	- Expulsion from Hostel (where applicable); - Suspension from the Program for one Semester - Fine of Rs. 10,000/- or - Forfeiting Caution Deposit	Termination from the Program	

Category	Level	1st Instance	2nd Instance	Repeat Instance
Assault / Harassment	Assault / Harassment (Verbal / Physical) (Faculty / Staff / Student)	- Warning & undertaking - Fine of Rs. 10,000/- and / or - Suspension from the Program for one semester	Termination from the Program	
	Sexual Assault	AS PER POSH - to be referred to ICC	AS PER POSH - to be referred to ICC	AS PER POSH - to be referred to ICC
Others	Late Entry into Hostels or Absent without leave or absconding from hostel	- Warning & undertaking - Intimation to Parents	- Warning & undertaking; and / or - Fine of Rs. 5,000/-	- Expulsion from Hostel. and / or - Forfeiture of Caution Deposit
	Usage of Mobile Phones in Classrooms / Laboratories / Library	- Warning & undertaking - Fine of Rs. 2,000/- - Confiscation of Phone to be returned after 3 working days	- Fine of Rs. 5,000/- - Suspension from the Program for a week - Confiscation of Phone to be returned after 1 week	- Suspension from the Program for one semester - Confiscation of Phone to be returned at end of the semester
	Not wearing ID Card on campus	Warning & Undertaking	- Warning & undertaking - Fine of Rs. 5,000/-	Suspension from the Program for a week
	Forged or Duplicate ID Card	- Warning & undertaking - Confiscation of Duplicate ID Card - New ID Card making charges - Fine of Rs. 2,500/-	- Confiscation of Duplicate ID Card - New ID Card making charges - Fine of Rs. 5,000/-	- Confiscation of Duplicate ID Card - New ID Card making charges - Fine of Rs. 10,000/- - Suspension from the Program for a week
	Theft	- Warning & undertaking - Recovery of the cash or stolen item / or the cash equivalent of the item stolen - Fine of Rs. 10,000/-	- Recovery of the cash or stolen item / or the cash equivalent of the item stolen - Fine of Rs. 20,000/- - Expulsion from Hostel (where applicable)	- Recovery of the cash or stolen item / or the cash equivalent of the item stolen. - Suspension from the Program for one month

Category	Level	1st Instance	2nd Instance	Repeat Instance
	Intimacy (PDA)	Warning & Undertaking	- Intimation to Parents - Fine of Rs. 5,000/-	Suspension From the program for one month
	Noncompliance of Dress Code	Warning & Undertaking	- Intimation to Parents - Fine of Rs. 5,000/-	Suspension from the Program for a week
	Noncompliance of Media Policy	Warning & Undertaking	- Intimation to Parents - Fine of Rs. 5000/-	- Fine of Rs. 20,000/- and / or - Suspension from Program for one month
Damages / Misuse of university property. That includes university Hostels, safety systems, classes, playgrounds, labs, transport equipment and all other entities under ownership of the university	Damage to or Misuse of University Property: Any damage to, destruction of, or misuse of university property is strictly prohibited. This includes, but is not limited to, university hostels, safety and security systems, classrooms, playgrounds, laboratories, transport facilities and equipment, and all other assets owned, operated, or maintained by the university	- Warning & undertaking - Recovery of cost of repair / replacement - Fine of Rs. 5,000/- And / or - Suspension of 3 days	- Warning & undertaking - Fine of Rs. 10,000/- (Minimum) to a maximum of Rs. 25,000/- - Recovery of cost of repair / replacement And / or - Suspension up to 1 week	- Recovery of cost of repair / replacement - Fine of Rs. 25,000/- (Min) to maximum of Rs. 50,000 /- - Suspension for one semester / termination from the program
Forgery or submission of fake documents or Misrepresentation of University or manipulation of academic records, notes, assignments or certificates or logo, any other academic & non-academic functions related to the University	Forgery, Misrepresentation, and Manipulation of University Records: Forgery of signatures, submission or creation of fake documents, misrepresentation of the university, or manipulation / tampering of academic records, notes, assignments, certificates, university logos, or any academic and non-academic documents, processes, or functions related to Alliance University is strictly prohibited	- Forgery of University Officials Signature - fine of Rs. 10,000/-. - Other type of Forged Document fine of Rs. 5000/-. - Warning, Undertaking and Counselling And / or - Suspension of minimum 3 days	- Forgery of University Officials Signature - fine of Rs. 20,000/- - Other type of Forged Document – fine of Rs. 10,000/- - Warning, Undertaking and Counselling - Legal action (if necessary) And / or - Suspension of minimum 14 days	- Suspension for one semester and legal action or - Termination from the program

Category	Level	1st Instance	2nd Instance	Repeat Instance
AI-generated / Non-AI Generated / Manual preparation of harmful content, Pranks / grapevine communication among students through social media or any other media / Channel related to the University, State, National Integrity or any human defamation.	Creation and Circulation of Harmful or Defamatory Content: The creation, publication, sharing, or circulation of harmful, misleading, defamatory, or disruptive content—whether AI-generated, manually created, or produced through any other means—is strictly prohibited. This includes pranks, rumors, grapevine communication, or inappropriate content circulated through social media or any other platform that may harm the reputation of the university, individuals, society, state or national integrity, or result in defamation of any person or institution related to Alliance University.	• Warning & Undertaking • Fine of Rs. 5,000/- (Minimum) to a maximum of Rs. 10,000/- And / or • Suspension of minimum three days.	• Suspension up to one month • Fine up to Rs. 25,000/-	• Suspension for one semester and Legal action or Termination from the program
Illegal occupation / Bringing Trespasser / unauthorized person into campus / Hostels without authorization / making Involvement of externals interfering or any related student still claim the ownership on university assets etc cases.	Unauthorized Occupation, Trespassing, and External Interference: Illegal occupation of university premises, unauthorized use or claim of ownership over university assets, bringing trespassers or unauthorized persons into the campus or hostels without prior approval, or involving external individuals in activities that interfere with university operations, safety, discipline, or administration is strictly prohibited. Such acts related to Alliance University will be treated as serious violations of the student code of conduct.	• Warning & Undertaking • Fine up to Rs. 10,000/- And / or • Suspension of one day to 14 days (Based on seriousness of case)	• Fine up to Rs. 20,000/- • Suspension up to one month (Based on seriousness of case)	• Suspension for one semester or Termination from the program

Category	Level	1st Instance	2nd Instance	Repeat Instance
Gambling, betting or any other speculations in the University / Hostel or any - Playing Cards (Including UNO Cards)	Gambling, Betting, and Speculative Activities: Engaging in gambling, betting, wagering, or any form of speculative activity within the university campus, hostels, or any premises associated with Alliance University is strictly prohibited. This includes both physical and online activities conducted individually or in groups.	• Warning & Undertaking • Fine up to Rs. 5000/-. • Confiscation of Cards / materials (Where Applicable) And / or • Based on severity of the case, minimum three days to 7 days suspension	• Fine up to Rs. 10,000/- • Suspension for one to two weeks	• Suspension from the University for a period of one semester.
Unauthorized commercial or fund-raising activities on campus / hostel or any other assets owned by the university	Unauthorized Commercial Activities, Fund-Raising, and Events: Conducting or promoting unauthorized commercial activities, business operations, sales, solicitation, sponsorship drives, fund-raising activities, or organizing events, meetings, gatherings, celebrations, campaigns, or performances within the campus, hostels, or any premises associated with Alliance University without prior written approval from the university authorities is strictly prohibited.	• Warning & undertaking • Fine up to Rs. 10,000/-	• Suspension for one week • Fine up to Rs. 20,000/-	• Suspension for 1 month
Unauthorized tampering of classes, events, meetings, interviews during Academic and non-academic functions	Unauthorized Recording, Tampering, and Manipulation of Academic or Official Proceedings: Unauthorized recording, photography, audio / video capture, tampering, manipulation, or misuse of classes, attendance records, meetings, interviews, examinations, academic sessions, or non-academic functions conducted within or on	• Warning & undertaking • Confiscation of device • Fine of Minimum Rs. 2,000/-	• Fine up to Rs. 15,000/- • Suspension for 1 week	• Suspension for one semester

Category	Level	1st Instance	2nd Instance	Repeat Instance
	behalf of Alliance University is strictly prohibited without prior permission from the concerned authorities.			
Students' misbehaviour / Obstruction / physically or verbally with university officials	Misbehaviour or Obstruction Towards University Officials: Any form of misbehaviour, physical misconduct, assault, verbal abuse, intimidation, use of force, threatening behaviour, harassment, or obstruction towards university officials, faculty members, staff, security personnel, or authorized representatives of Alliance University	• Warning & Undertaking • Minimum Three days suspension • Fine of Minimum \ Rs. 5,000/-	• Suspension for min. 7 days • Fine of Minimum Rs. 10,000/-	• Suspension / termination
Activities Leading to Division or Disharmony Among Students Hate speech, provocative slogans, anti-national or anti-humanity acts	Activities Leading to Division or Disharmony Among Students - Hate Speech, Provocative Acts, and Anti-National Activities: Engaging in hate speech, use of provocative slogans, incitement of violence, discriminatory or inflammatory behaviour, or participation in any anti-national, anti-humanity, or unlawful activities within or outside the campus that may disturb harmony, public order, human dignity, or the reputation of Alliance University is strictly prohibited.	• Warning & undertaking • Suspension for one month • Fine up to Rs. 25,000/-	• Suspension for one semester	• Termination from the program and legal action
Disruption of university events or official functions	Disruption of University Events or Official Functions: Any act that disrupts, obstructs, interferes with, or causes disturbance during university events, academic activities, examinations, meetings,	• Warning and undertaking And / or • Fine up to Rs. 5,000/ - And / or • Suspension for 1 week	• Fine up to Rs. 10,000/- • Suspension for one week	• Suspension for one semester

Category	Level	1st Instance	2nd Instance	Repeat Instance
	ceremonies, cultural programs, or official functions conducted by or on behalf of Alliance University is strictly prohibited and shall be subject to disciplinary action.			
Unauthorized entry in restricted areas	Unauthorized Entry into Restricted Areas: Unauthorized entry, access, or presence in restricted, prohibited, or secured areas of Alliance University, including laboratories, administrative offices, server rooms, hostels, examination areas, maintenance zones, or any other designated restricted premises, without proper authorization is strictly prohibited.	• Warning and undertaking - And / or • Fine up to Rs. 5,000/- - And / or • Suspension of three days	• Fine up to Rs. 10,000/- • Suspension for one week	• Suspension for one semester
Unauthorized digital access / hacking / cyber crimes	Unauthorized Digital Access, Hacking, and Cyber Crimes: Unauthorized access to university digital systems, networks, servers, databases, email accounts, learning platforms, surveillance systems, or any electronic resources; hacking, phishing, data theft, cyber fraud, malware distribution, identity misuse, or involvement in any form of cybercrime related to Alliance University is strictly prohibited and may result in disciplinary as well as legal action.	• Fine up to Rs. 25,000/- - And / or • Suspension for 1 month and	• Suspension for one semester	• Termination from the program and cybercrime complaint

Category	Level	1st Instance	2nd Instance	Repeat Instance
Cyberbullying & Online Harassment	Cyberbullying and Online Harassment: Any form of cyberbullying, online harassment, intimidation, stalking, trolling, defamation, abusive communication, sharing of offensive content, or misuse of digital platforms, social media, messaging applications, or electronic communication channels to target, threaten, or harass any student, faculty member, staff, or individual associated with the University is strictly prohibited.	• Warning and counselling And / or • Fine up to Rs. 10,000/- And / or • Suspension for one to two weeks	• Fine up to Rs. 25,000/- • Suspension for 1 month	• Suspension for one semester and Legal proceedings
Identity fraud (duplicate ID, impersonation)	Identity Fraud and Impersonation: Any form of identity fraud, including use of duplicate or forged identification cards, impersonation of another student or individual, misuse of university credentials, or false representation of identity in academic, administrative, digital, or non-academic activities related to the University is strictly prohibited.	• Confiscation of ID • Fine up to Rs. 5,000/-	• Confiscation of ID • Fine up to Rs. 10,000/-	• Suspension for one semester
False complaints / malicious reporting	False Complaints and Malicious Reporting: Filing false complaints, making malicious allegations, providing misleading information, or intentionally submitting fabricated reports against any student, faculty member, staff, or official associated with Alliance University with the intent to defame, harass, mislead, or cause harm is strictly prohibited and may invite disciplinary action.	• Fine up to Rs. 5,000/-	• Fine up to Rs. 10,000/-	• Suspension for one semester

Category	Level	1st Instance	2nd Instance	Repeat Instance
Non-cooperation in disciplinary process After third notice, if student is not appearing the DC meeting	Non-Cooperation in Disciplinary Proceedings: Failure to cooperate with disciplinary proceedings, including non-appearance before the Disciplinary Committee (DC) despite issuance of three official notices, refusal to respond to inquiries, or non-compliance with directions issued by the university authorities of Alliance University shall be treated as a violation of the student code of conduct.	• Minimum 3 days suspension • Ex-parte DC order		

Note:

1. The penalties prescribed in the above matrix are indicative and intended to serve as a general framework for disciplinary action. Notwithstanding the penalties specified herein, the Disciplinary Committee reserves the right to impose any appropriate disciplinary measure, including suspension or termination/expulsion from the University, in cases involving serious misconduct, gross indiscipline, criminal acts, threats to campus safety, or any other matter deemed sufficiently grave by the Committee based on the facts and circumstances of the case.
2. The fines collected as per the above matrix will go into an exclusive Student Welfare Account and will be utilized for developmental activities for students or invested in enhancing existing or creating additional / new infrastructure in the interest of student welfare

Annexure O

Grievance Redressal Mechanism

The Grievance Redressal Committee at Alliance University addresses the redressal of grievance of students. The students are informed about the existence of such a committee, the members, and the procedure of submitting grievances either through an online mode on ERP or in-person to the Office of the Registrar (Admin) or to the Department of Student Support Services. Students also have the option to share their grievances through other channels that are created specifically for facilities on campus. The Grievance Redressal Committee includes members from various academic and administrative offices and the heads of schools of the University are special invitees. Apart from the Dean/Director, the committee also has two nominees from the academic community.

Online Grievance Redressal Mechanism:

The screenshot displays the AUERP (Alliance University ERP) Student Home interface. The user is logged in as RAKSHITH KUMAR C. The main navigation menu on the left includes Attendance, Time Table, Result, My Profile, Grievances, Download, Fees, Upload, LMS, Apply, and Support. The central content area is titled "Grievances/Suggestions Entry" and contains the following fields:

- Detailed account of occurrence (include names of persons involved, if any):** A text area for providing a detailed account of the occurrence.
- Proposed solution to Grievances/Suggestions:** A text area for proposing a solution.
- Documents / Evidence (Accepted file formats: PDF, DOCX, JPG, PNG, XLSX, PPTX, GIF, CSV, DOC, JPEG, GIF):** A section for uploading evidence, with a "Choose File" button and a "No file chosen" status.

At the bottom of the form, there are "Add More" and "Remove" buttons, a "Submit" button, and a "Cancel" button. The browser address bar shows the URL: <https://student.alliance.edu.in/KnowledgePro/studentGrievanceEntry.do?method=initStudentGrievanceEntry>.

Procedure to lodge a grievance online and redressal mechanism

1. The aggrieved student can log into his/her ERP portal and click on the tab called 'Grievance'.
2. The grievances are received by the Department of Student Support Services, where based on the severity of the grievance, the Department will convene a meeting within ten days of receiving the complaint.
3. Minor grievances are passed on to respective departments for redressal and closure.
4. The report of the Committee must be submitted to the Registrar, Alliance University and the same is to be placed before the Vice-Chancellor/Pro Vice-Chancellor within five working days of the meeting.
5. The decision taken would be communicated to the student within three further working days.
6. Further the student can appeal to the University Grievance Committee (appellate authorities) Vice-Chancellor/Pro Vice-Chancellor within five working days thereafter.

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ALLIANCE UNIVERSITY

Private University established in Karnataka State by Act No. 34 of year 2010
Recognized by the University Grants Commission (UGC), New Delhi