



Sinhgad Institutes

Metric No. 7.1.10 - Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programs in this regard

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Sinhgad Institutes

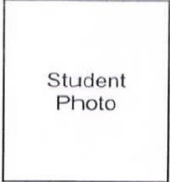
SINHGAD TECHNICAL EDUCATION SOCIETY'S
SINHGAD COLLEGE OF ENGINEERING

[Affiliated to Savitribai Phule Pune University & Approved by AICTE (ID No.PU/PN/Engg/116(1996))]
S. No. 44/1, Vadgaon (Bk.), Off Sinhgad Road, Pune-411041.

1. Highlighted portion of the hand book, Manual and brochure on Professional ethics / human values programs, attested by Principal



SINHGAD TECHNICAL EDUCATION SOCIETY'S
SINHGAD BOYS' & GIRLS' HOSTEL
APPLICATION FORM FOR ADMISSION



Form No.: _____ Campus: _____

Name of the Student : _____
(In Capital, Starting with Surname) (First Name) (Middle Name)
Date of Birth: ____ / ____ / ____ Blood Group: _____ Caste: _____ E-mail ID: _____

Address:
Parent Name : _____ Designation : _____
Company/Office : _____ Cell No. : _____
Permanent Address: Company/Office Address: Local Guardian Name:
Mr./Mrs. Address:
Street Address : _____
Area : _____
Landmark : _____
City : _____
State : _____
Pin code : _____
Tel. (Resi.) : _____
Cell No. : _____

Name of the person to be : _____
Contacted in case of emergency : Telephone No.(R): _____ Cell No.: _____
Name of Institution to which admitted : _____
Class of Study : _____

I have read all the rules of admission and discipline of Hostel as enumerated in Hostel Information Brochure and consulted my Father / Guardian & after understanding these rules. I have filled up the application form for admission to the hostel. I undertake to obey instructions and rules of discipline as mentioned on the reverse of application form.

Signature of the Parent / Local Guardian _____ Signature of the Student _____

FOR OFFICE USE ONLY
Certified that Mr./ Miss. _____ class _____ College _____
is granted and admitted in the hostel for the academic year _____
Date of admission : ____ / ____ / 20 ____
Warden / Rector



PRINCIPAL
Sinhgad College of Engineering
Pune-411 041



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[Affiliated to Savitribai Phule Pune University & Approved by AICTE (ID No.PU/PN/Engg/116(1996))]

S. No. 44/1, Vadgaon (Bk.), Off Sinhgad Road, Pune-411041.

RULES AND REGULATION

1. Room allotment will be done by the hostel authorities and change if required.
 2. I shall not indulge in any act or activity, which may cause damage to property of institution, Hostel, Mess and Society. I shall pay for all such damages including penalty.
 3. I shall not participate in any type of strike, lock out, slogan shouting, display of protest badges or posters.
 4. I shall not seek or make an attempt to seek support of any outside organization, institution, press or individual for redressal of my grievances. I shall follow laid down procedure and instruction of STES for such redressal.
 5. I shall not entertain any unauthorized guest/student in my hostel premises or hostel room.
 6. I shall not indulge in any kind of theft, forgery or proxy signature.
 7. I am aware and will not indulge in consumption of liquor, drugs, smoking of cigarettes (Strictly prohibited within the institutes, Hostels, Messes, Canteen and Society premises.)
 8. I will not use any unauthorized electronic gadgets like emersion rod and such heavy duty electrical appliances in my room / institute.
 9. I shall not create any nuisance by playing loud music/musical instruments, bursting of crackers or such material, which may cause disturbance to others.
 10. I shall pay all dues as stipulated by the Institutes, Mess, Hostel and Society within the laid down time frame.
 11. I shall personally accountable and responsible for all valuables belonging to me and that management will not be responsible for such losses.
 12. I shall not indulge in arguments, quarrel and physical violence with other students, security staff, hostel and mess staff or any employee of STES and I am aware that any act from my side will result in severe disciplinary action against me.
 13. I shall report in the hostel as per following timings :
 - a) Boys Hostel - Before 24.00 hr latest.
 - b) Girls Hostel - Before 20.30 hr latest.
 14. I will be member of mess allotted to me by the authorities and will take my meals in the nominated mess.
 15. I will vacate hostel room by date and time given by appropriate authorities.
 16. I shall not indulge in ragging and abide by Maharashtra Prohibition of Ragging Act 1999.
 17. I shall not leave hostel for night out without valid permission in writing from warden.
 18. It will be my sincere endeavours to uphold the name of STES. I shall not indulge in any activity, which may tarnish the prestige of STES and its institutions.
 19. As & When called in the hostel. I will report within 24 hours without giving any reasons. Negligence of it, may result in cancellation of admission.
 20. I will take responsibility of my Son/Daughter within 24 hrs, when admitted in the hospital. If guardians are from Pune, or near by place, they will take charge of admitted student in the same night.
- I read and understood the all above given information and here by give my undertaking and consent.

Sign. of the Student

Name: _____

Cell No: _____

Signature of Parents/Local Guardian

Name: _____

Cell No: _____

Reference :-

Sr. No.	Name	Designation	Company	Contact No.
1.				
2.				




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Rules & Regulation Related with Code of Conduct Mentioned on Admission Broacher



RULES AND REGULATIONS

1. Students shall possess college identity card always and produce the same on demand.
2. It is compulsory for all students to maintain minimum 75% attendance otherwise he/she will be detained and appropriate action will be taken. Parent of these students will be informed and called to meet the HOD and the student and the parent will be asked submit an undertaking to the HOD. Despite all these actions if a student fails to obey the undertaking, the student will not be permitted to attend theory and practical classes.
3. Student should not be involved directly or indirectly in any type of ragging otherwise he/she will be punished as per the provision of Maharashtra Act XXXIII known as "Maharashtra Prohibition of Ragging Act of 1999" resulting in suspension, expulsion from college and imprisonment.
4. A student shall conform to a high standard of discipline and conduct himself within and outside the precincts of the college. He/ She shall show due courtesy and consideration to the staff of the college and the Hostels, good neighborliness to his / her fellow students, respect to the wardens of the Hostels, and the teachers of the college and pay attention and courtesy to the visitors. Smoking, chewing of gutkha, consumption of alcohol in the campus, is strictly prohibited.
5. Breach of Rules and Regulation of Hostels, lack of decorum, ungentlemanly conduct or willful damage of college or hostel property, or of the belongings of a fellow student as well as adoption of unfair means in the class rooms, laboratories, field or in the examination hall shall constitute as Act of Indiscipline by the students.
6. A student whose conduct has not been up to the standard expected may be imposed monetary fine, temporarily or permanently suspended or rusticated from the college. The Principal may give hearing to the students reported against and pass orders on the recommendations of the Discipline Committee.
7. Students shall keep in touch with notice board periodically for announcements regarding class test/special classes and any other important information.

STAY CONNECTED

www.sinhgad.edu

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[SinhgadCollege](https://twitter.com/SinhgadCollege)

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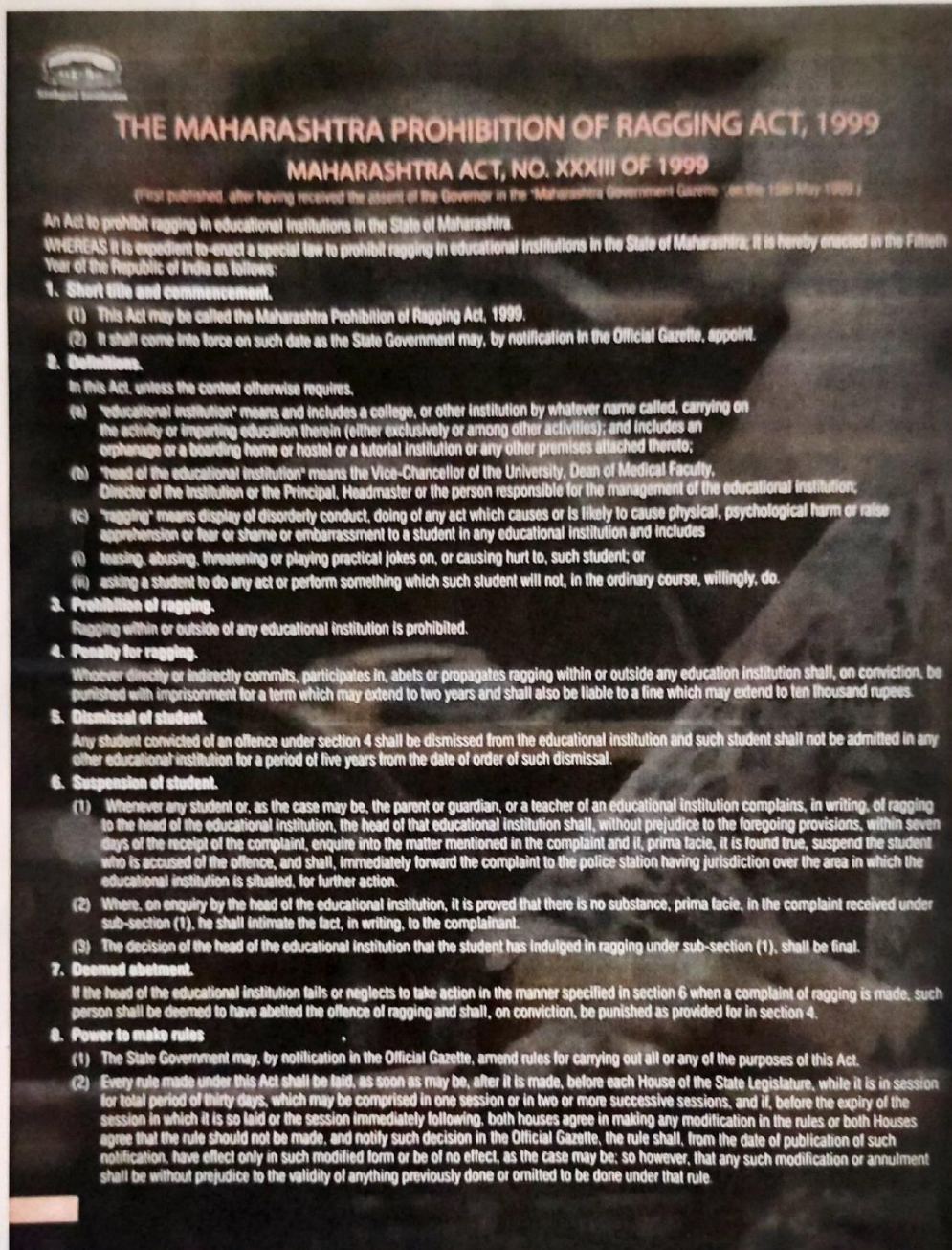


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2. **Proceedings of the Monitoring Committee, attested by Principal**

SINHGAD COLLEGE OF ENGINEERING
VADGAON (BK), PUNE

pRef. No. SCOE/2019-20/

Date:- 04/12/2019

Office Order

The undersigned is pleased to appoint the following as members of "Ethics Committee" of the institute. The committee has to monitor and guide the students and staff regarding the ethics rules and regulations of SPPU, and resolve the issues if any and document the same.

Sr. No.	Name	Designation
1	Dr. S. D. Lokhande	Convener
2	Dr. Y. P. Reddy	Co-ordinator
3	Mr. V. D. Tayade	Member
4	Dr. M. B. Mali	Member
5	Dr. Kalpana Joshi	Member
6	Dr. R. S. Katikar	Member
7	Dr. Mrs. Amita Pradhan	Member

Dr. S. D. Lokhande
Principal



Copy to: All departments.



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Sinhgad Institutes


Date: - 04/02/2020

NOTICE

A meeting of all the members of Ethics committee for monitoring implementation of code of conduct as per STES service rules is scheduled on Friday, 7th February 2020, 11:00 AM in Principal office. All concerned are required to attend the same.


Principal

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Date: - 07/02/2020

Minutes of Meeting of Ethics Committee for Monitoring Code of Conduct

A meeting of all the members of Ethics committee for review and implementation for code of conduct was conducted on Friday, 7th February 2020, 11:00 AM in the Principal office.

Minutes of Meeting are enclosed herewith,

1. Principal welcomed, Dr. Y. P. Reddy, new member of Ethics Committee
2. A review was taken from all the members. There are no grievances raised by the faculty members from various departments regarding noncompliance of STES service rules.
3. Principal thanked all committee members and HODs, faculty members for their cooperation and support in following discipline and integrity towards STES and mentioned to continue the same in future.
4. The meeting was adjourned, there being no further issues.

Following Faculty Members were present for meeting,

Sr. No.	Name	Designation	Sign
1	Dr. S. D. Lokhande	Convener	
2	Dr. Y. P. Reddy	Coordinator	
3	Mr. V. D. Tayade	Member	
4	Dr. M. B. Mali	Member	
5	Dr. (Mrs.) Kalpana Joshi	Member	
6	Dr. R. S. Katikar	Member	
7	Dr. (Mrs.) Amita Pradhan	Member	



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SINHGAD COLLEGE OF ENGINEERING VADGAON (BK), PUNE


Ref. No. SCOE/2017-18/

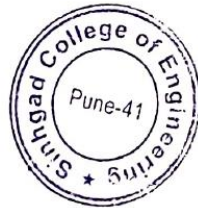
Date:- 03/10/2017

Office Order

The undersigned is pleased to appoint the following as members of "Ethics Committee" of the institute. The committee has to monitor and guide the students and staff regarding the ethics rules and regulations of SPPU, and resolve the issues if any and document the same.

Sr. No.	Name	Designation
1	Dr. S. D. Lokhande	Convener
2	Dr. V. V. Dixit	Co-ordinator
3	Mr. V. D. Tayade	Member
4	Dr. M. B. Mali	Member
5	Dr. Kalpana Joshi	Member
6	Dr. R. S. Katikar	Member
7	Dr. Mrs. Amita Pradhan	Member


Dr. S. D. Lokhande
Principal



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S. No. 44/1, Vadgaon (Bk.), Off Sinhgad Road, Pune-411041.

Date: - 08/01/2018

NOTICE

A meeting of all the members of Ethics committee for monitoring implementation of code of conduct as per STES rules & SPPU Statues is scheduled on Thursday, 11th January 2018, 03:00 PM in Principal office. All concerned are required to attend the same.

Principal



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S. No. 44/1, Vadgaon (Bk.), Off Sinhgad Road, Pune-411041.

Date: - 11/01/2018

Minutes of Meeting of Ethics Committee for Monitoring Code of Conduct

A meeting of all the members of Ethics committee for review and implementation for code of conduct was conducted on Thursday, 11th January 2018, 03:00 PM in the Principal office.

Minutes of Meeting are enclosed herewith,

1. Principal welcomed, Dr. V. V. Dixit, new member of Ethics Committee
2. Principal briefed about the purpose of forming Ethics Committee
3. Principal explained that STES service Rules are well in place and gave formation and implementation of SPPU Statues
4. HODs were requested to use both of these statues for reference and also to make all the individual faculty members aware about the same, especially newly joined faculty members in all the departments
5. There being no further issues the meeting was adjourned.

List of Attendees,

Sr. No.	Name	Designation	Sign
1	Dr. S. D. Lokhande	Convener	
2	Dr. V. V. Dixit	Coordinator	
3	Mr. V. D. Tayade	Member	
4	Dr. M. B. Mali	Member	
5	Dr. (Mrs.) Kalpana Joshi	Member	
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SINHGAD COLLEGE OF ENGINEERING VADGAON (BK), PUNE

Ref. No. SCOE/2015-16/

Date: - 09/07/2015

Office Order

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Dr. S. D. Lokhande
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Date: - 04/07/2016

NOTICE

A meeting of all the members of Ethics committee for monitoring implementation of code of conduct as per STES rules is scheduled on Friday, 8th July 2016, 10:00 AM in Principal office. All concerned are required to attend the same.


Principal

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Date: - 08/07/2016

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Minutes of Meeting are enclosed herewith,

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2. Principal briefed about the purpose of forming Ethics Committee
3. Principal mentioned that STES service Rules are well in place.
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5. There being no issue, meeting was adjourned.

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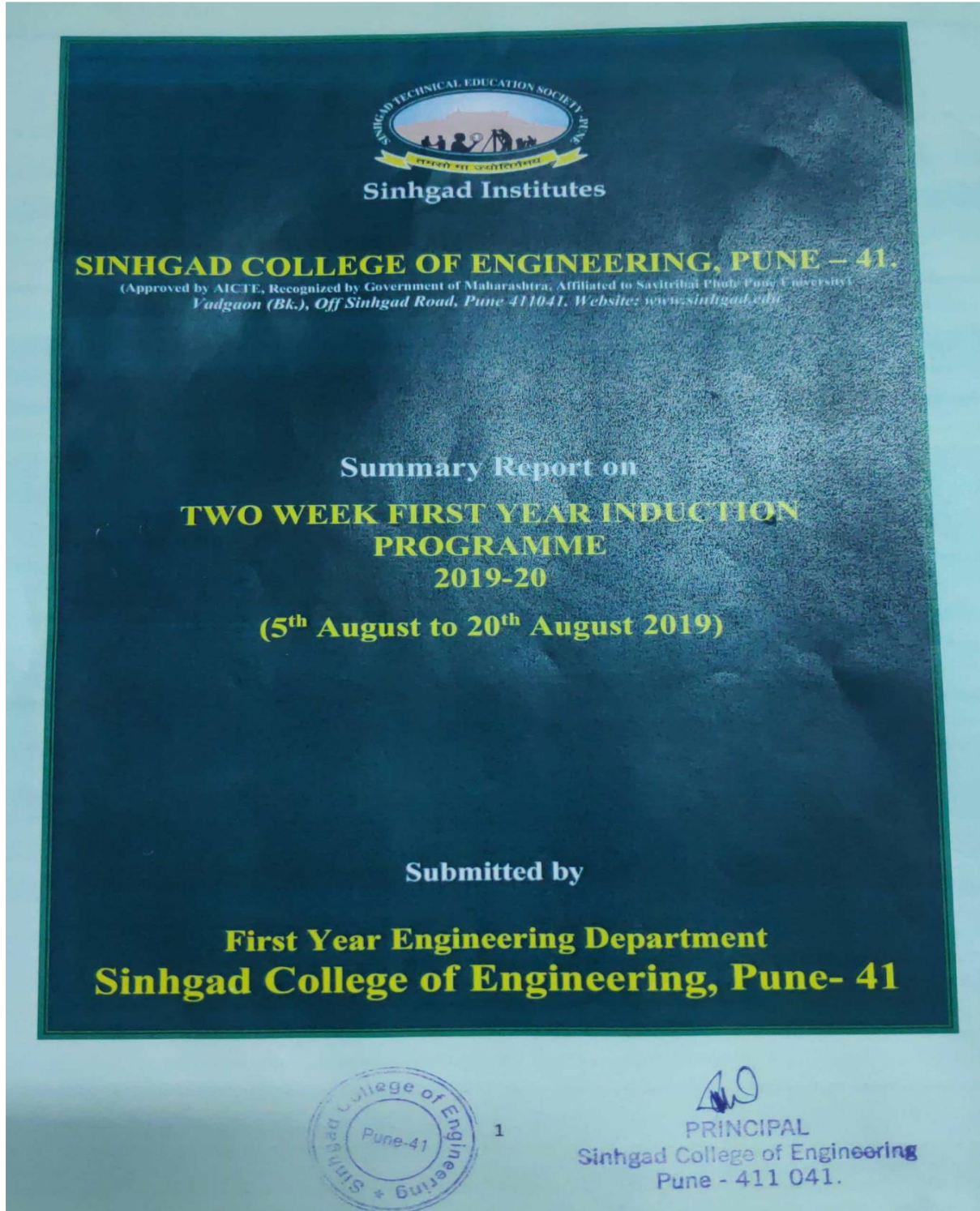
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3. Reports of annual awareness Programs on code of conduct and professional ethics





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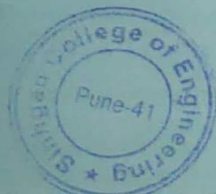
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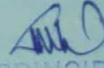
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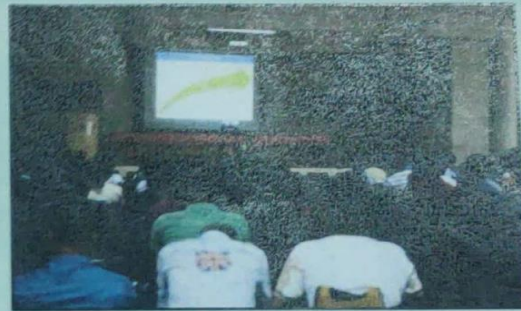
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Professional Training:

(Faculty Co-ordinator:- Prof. P. M. Dahale)

The focus of the event was to give awareness about Training & Placement, Higher Education & Entrepreneurship. The speaker, Mrs. Savita Sharma, Training & Placement Officer, SCOE addressed the First year students from all branches. The event started with brief introduction to operation structure of placement cell, Prof. J. N. Pitambare, Dean, T&P, STES Engineering Institutes, Mrs. Savita Sharma, TPO, Department faculty coordinator & Student Coordinator. The objectives of the cell were briefly mentioned which includes campus recruitment drives, preparing the students to face campus interviews, career counseling and to develop spirit of entrepreneurship. Then idea about philosophy of industry-institute cell was given. Awareness about T&P cell and need of industry was elaborated.



Welcome of Mrs. Savita Sharma by Prof. P. M. Dahale and the audience



Mrs. Sharma giving information about Training and Placement in various sessions

The process of campus drives was well understood by students. The speaker also pin pointed the expectations of the recruiter and eligibility criteria for placements.



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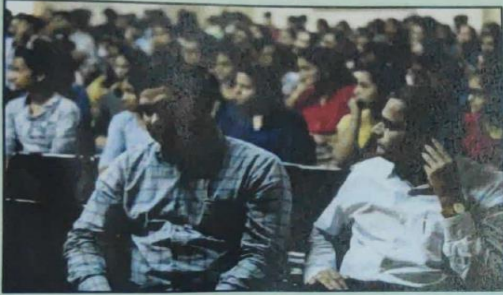


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Training activities are organized throughout the year in an effort towards preparing the prospective students for the campus selection programs. Overview regarding Student Training Program (STP), Sinhgad Oversea Cell, C2C (College to Corporate) Programs, Prominent Achievements of last three academic years was mentioned by Mrs. Savita Sharma. The students were also made aware about the packages of top IT, core, and other companies in campus drives. The event was organized in the SCOE Seminar Hall and was attended by large numbers of students in three sessions of 2 hours each. Every session was followed by student's interaction & their feedback.



Presence and guidance of Dr. S. D. Lokhande, Principal, SCOE



Overwhelming response of students




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SINHGAD TECHNICAL EDUCATION SOCIETY'S

SINHGAD COLLEGE OF ENGINEERING

[Affiliated to Savitribai Phule Pune University & Approved by AICTE (ID No.PU/PN/Engg/116(1996))]

S. No. 44/1, Vadgaon (Bk.), Off Sinhgad Road, Pune-411041.

4. Web link for the Code of Conduct documents of the college published in website / screen shot of the same

http://scoe.sinhgad.edu/NAAC/SCOE/hostel_Information_Website_Revised.pdf