

7.1.10 Prescribed Code of conduct exists for students, teachers and other staff followed by the Institution and programmes conducted in this regard

Code of conduct displayed on the website

<https://manipal.edu/foa/about-foa/code-of-conduct.html>

The screenshot shows a web browser displaying the page manipal.edu/foa/about-foa/code-of-conduct.html. The browser's address bar and tabs are visible at the top. The website header includes the Manipal logo, the text "MANIPAL ACADEMY of HIGHER EDUCATION", and "Manipal School of Architecture & Planning". Navigation links for "About us", "Admissions", "Academics", "News & Events", and "Research" are present. A search bar and a "Campus" dropdown menu are also visible. The breadcrumb trail reads "Manipal School of Architecture & Planning > About Us > Code of Conduct". The main content area is titled "Code of Conduct" and contains the following text:

Code of Conduct for the Faculty Members and Admin Staff Members:

- The faculty members and admin staff members are advised to refer to Section 4:3 in MAHE People Policy Manual.

Code of Conduct for the Students:

- The students are advised to refer to the Code published by the Student Affairs, MAHE Manipal on the following link: <https://manipal.edu/mu/campus-life/around-campus/student-discipline.html>

Professional ethics programmes organized regularly for students, teachers, administrators and other staff

Manipal School of Architecture and Planning(MSAP)

STUDENT DECLARATION ON CODE OF CONDUCT

I hereby undertake that as a student of MSAP I shall be bound by the Academic Regulations, Curriculum, and all the applicable Rules of Institution/University.

I also state that:

- (1) I will not give or receive any aid in examinations or in any other work that is to be used as the basis of evaluation/grading.
- (2) I will uphold the MSAP Student's Code of Conduct.

I realize that some examples of misconduct in violation of the Student's Code of Conduct are as follows:

- Malpractice in in-semester/end semester examinations :
- Plagiarism of any form.
- Impersonation in or outside the classroom
- Possession or Consumption of narcotic drugs or any other intoxicating substances
- Harassment/Threatening/Intimidation/ Vulgarity of any kind
- Committing any form of Criminal Offence
- Committing any form of Cyber Offence
- Engaging in any act of indiscipline or outside the School / Hostel premises

I accept that any act of violation of the MSAP Student's Code of Conduct will invite disciplinary action as decided by the School/ Civil Authorities.

Student Signature: -----

Student's Name:

Register No:

Roll No:

Parents Signature : -----

Parent's name

Mobile number

Email id

Date:

Place:



MANIPAL SCHOOL OF ARCHITECTURE AND PLANNING MANIPAL

(A constituent unit of MAHE, Manipal)

SOP - DRESS CODE FOR STUDENTS AT MSAP

Purpose: Every student has to follow the rules prevailing in their respective MAHE institute regarding dress code. In case of violation of the dress code, the student may face disciplinary action. The following is the dress code for MAHE students in academic premises while attending online or offline classes / formal functions of the institution / lectures / practical's / dissections / dining in the food courts / mess / library / labs / office areas of MAHE or at any other institution under MAHE / formal functions of the institution. Please refer to the link for the same. <https://manipal.edu/mu/campus-life/student-affairs/dress-code.html>

Recommended for Boys:

- 1) Clean and pressed formal trousers and collared shirt; shoes and socks.
- 2) Denim Pants/Joggers and Tees/ Kurtas.
- 3) Students must have proper haircut, properly maintained beard or clean shave.

Recommended for Girls:

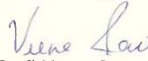
- 1) Trousers and Shirt (Semi-formal, Semi- Casual)
- 2) Salwar suit, Kurtis, Denim Pants/Joggers and Tees.
- 3) Dress/Skirt below calf length.


Don'ts:

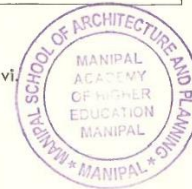
- 1) Students shall not wear caps, shorts, T-shirts and related accessories with inappropriate messages (i.e., profane language, racial or sexual references, references to alcohol/illegal drugs or gang related).
- 2) Students shall not wear torn (intentional or otherwise) clothes and related accessories, which are not in keeping with the decorum of MAHE.

Violation of dress code: Violation of dress code is a serious breach of discipline for which further action will be taken by the monitoring committee. For any clarification you may kindly contact Students Section, MSAP - Email id – students.msap@manipal.edu. The contact number is – 08202924115. The details of Monitoring Committee are given below for your quick reference.

Name of the Faculty	Role	Contact Number	Email.id
Ms. Sonali Walimbe, Professor, MSAP	Chairperson	7760342341	sonali.w@manipal.edu
Ms. Joicy, Warden, Associate professor, MSAP	Member	9742503697	joicy.kj@manipal.edu
Mr. Prakash Rao Gurpur, Assistant Professor Selection Grade, MSAP	Member	9741437627	prakash.rao@manipal.edu
Mr. Ganesh Urala H.G., Assistant Professor Sr. Scale, MSAP	Member	8277613006	ganesh.urala@manipal.edu
Mr. Sridhara, Assistant Professor Sr. Scale, MSAP	Member	9986516273	sridhar.g@manipal.edu
Ms. Lucy Tage, Warden, Assistant Professor, DOD	Member	8005962142	lucy.tage@manipal.edu
Ms. Aiswarya Ajith, Assistant Professor, DOD	Member	8848087817	aiswarya.ajith@manipal.edu


Dr. (Prof) Veena Rao
Head of Department, DOD
MSAP, MAHE


Dr. (Prof) Nandineni Ramadevi
Director, MSAP, MAHE





**MANIPAL SCHOOL
OF ARCHITECTURE AND PLANNING**
MANIPAL
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SOP - Dress code for MSAP Faculty

- PURPOSE:** To implement a dress code for the teaching professionals which reflects the high expectations of the institution in terms of teaching, learning, and behaviour.
To understand the significant importance of dress code in portraying a professional image to students, parents, visitors, colleagues and its stakeholders.
- SCOPE:** This dress code applies to all teaching faculties of MSAP
- PROCEDURE:** Following dress code is to be adhered by all Faculties: -
Wearing a badge/ID card is Mandatory.

DRESS CODE FOR MALES:

- Academically Professional Outfit, Neat and Tidy appearance.
- Trousers and Shirt (Formal/Semi-formal, Medium fit, solid or light checks print, Solid, subtle dual color)
- Straight or Slim fit Denim Pants and Tees/ Kurtas (Solid colors, medium fit, ironed).
- Faculties must have proper or neatly tied hair, Neatly maintained beard or clean shave.

DON'TS

- Overly casual/loose Shirt.
- Baggy or loose Pants
- Bright contrast print
- Hawaii chappals or Crocs. (specially bright or contrast colors)
- Untidy and loosely tied Hair (if hair is long)

DRESS CODE FOR FEMALES:

- Academically Professional Outfit, Neat and Tidy appearance.
- Trousers and Shirt - (Formal/Semi-formal, Medium fit, solid or light checks print, Solid, subtle dual color)
- Saree, Salwar suit or Kurta Suit, Co-Ord Set, Trouser (formal Pant).
- Straight or Slim fit Denim Pants and Kurtas (Solid colors, medium fit, ironed).

DON'TS

- Sleeveless Blouse or tops.
- Baggy or loose pants, Overly casual/loose Shirt or Shirt dress.
- Hawaii chappals or Crocs.
- Dress.

Dress for institutional events/occasion will be communicated by the respective organising team.

VIOLATION OF DRESS CODE: Violation of dress code is a serious breach of discipline which will be addressed by the monitoring committee.

The details of the monitoring committee are given below for your quick reference:

MONITORING COMMITTEE:

For Females	For Males
Prof. Dr. Nandinini Rama Devi	Prof. Dr. Pradeep G. Kini
Prof. Dr. Veena Rao	Ar. Shantanu Chitgopkar
Prof. Sonali Walimbe	Ar. Trivikram T. N.

Signed by:

Veena Rao

Dr. Veena Rao
Professor & Head of Department
DoD, MSAP, MAHE

Ra 19/7/23
Dr. Nandinini Rama Devi
Professor & Director
MSAP, MAHE





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CIR/2022- ODD Semester

CIRCULAR

030. Monitoring committee to conduct awareness session on the code of conduct

07/11/2022

The aim of this Code is to inculcate a sense of discipline, conscientiousness and co-existence in the students, and to create a system which will ensure student growth through individual and collective responsibility. This Code governs all the campuses of MAHE, and all students are expected to abide by it. Ignorance of the rules shall not be an excuse for violation. Failure on the part of the students to keep up with the disciplinary rules will result in strict penal action.

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Rama

Prof. Dr. Nandineni Rama Devi
Director

