

III STANDARDS OF SCHOLARSHIP AND PROFESSIONALISM

The reputation and pride of the institute depends on the manner in which each member of the community conducts himself / herself, both within and outside the premises of the institute. Classroom, extracurricular, and professional relationships must be based on the values and principles of mutual respect and acceptance, and also on the affirmation of the personal rights of all members of the community.

As responsible members of the IMT Hyderabad community, all students are expected to handle their academic, professional and personal matters independently by themselves. **Interference from parents and / or other family members in academic matters pertaining to the institute amounts to demeaning the maturity of students and is strictly discouraged.**

1. Prevention and Prohibition of Ragging

- IMT Hyderabad follows a zero tolerance policy on ragging. Ragging constitutes one or more of any of the following acts as per the AICTE / UGC act:
 - “Any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student;
 - Indulging in rowdy or undisciplined activities by any student or students which causes or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student;
 - Asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student;
 - Any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other student or a fresher;
 - Exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students;
 - Any act of financial extortion or forceful expenditure burden put on a fresher or any other student
 - Any act of physical abuse including all variants of it: sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person;
 - Any act or abuse by spoken words, emails, posts, public insults which would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture to fresher or any other student;
 - Any act that affects the mental health and self-confidence of a fresher or any other student with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student”
- Any instance of ragging should immediately be brought to the notice of the Chairperson, Disciplinary Committee of the institute

- Strict disciplinary action will be taken against the student(s) indulging in ragging activities. This may involve informing the police and cancellation of admission.

2. Academic Integrity

Academic integrity is fundamental to a successful academic community. Students should recognize their responsibility to uphold highest standards of intellectual honesty and to report apparent violations to the appropriate persons. The following are the descriptions and examples of behaviours that are inconsistent with academic integrity.

- Malpractices in the examination hall - Giving or receiving of any unauthorized assistance or providing or obtaining unfair advantage in examinations. It includes the use of unauthorized materials during exams, unauthorized possession of a test paper prior to the test date, copying from other students' answer books, or talking to other students during exams
- Multiple submissions of the same work - Submission of work that was prepared for one course for credit in another or to submit the same work for credit in two courses, without permission from the concerned faculty member(s)
- Fabrication and deception - The falsification of data, information or any untruth either verbally or in writing with respect to any academic work including giving a false excuse for missing a deadline or falsely claiming to have submitted work
- Attempts / Facilitation - Any attempt toward or facilitation of any act of academic dishonesty are also cases of academic dishonesty. It includes facilitating a student's efforts to cheat in an examination, facilitating another in an act of plagiarism, or facilitating the falsification of data or other information
- Sabotage - Acting to prevent others from completing their work. It includes, but is not limited to cutting pages out of library books or willfully disrupting the work of others.

All such cases of malpractices will be reported to the Controller of Examinations for necessary action.

3. Plagiarism

Plagiarism is the copying of the language, structure, ideas, or thoughts of another and representing the same as one's own original work. Examples of plagiarism include: failing to use quotation marks when directly quoting from a source; failing to document distinctive ideas from a source; fabricating or inventing sources; and copying information from books and the internet.

4. Sexual Harassment

- Sexual harassment has come to be widely condemned as a form of human rights violation, and as an infringement on life and liberty as defined by the Constitution of India
- Sexual harassment by any member of the institute is prohibited
- Without feeling constrained by specific definitions, any person who believes that his or her professional work or personal values are compromised by sexual harassment should feel free to contact the Director to discuss the situation
- Any complaint in this regard will be given due cognizance and appropriate action will be taken against the guilty.

5. Smoking, Alcohol and Contraband

- Smoking is strictly prohibited in all public areas in the campus except in the designated smoking zones which are marked prominently in the premises
- Possession and consumption of alcohol by students inside the campus or outside the immediate campus premises is banned
- Possession and consumption of contraband, narcotics, and psychotropic drugs is illegal and is banned.

6. Dressing and Grooming

- Appropriate dressing and grooming can aid us in projecting a professional image. Dress or clothing, includes all articles of clothing, accessories, bags, or visible body art. Grooming includes attention to hygiene, neatness, as well as care and presentation of the skin, hair, and nails
- While we believe that the way of dressing should be, at best, left to individual, it requires the students to be dressed in a dignified manner conducive to a business school environment. Students need to cultivate an appearance that expresses motivation and professionalism
- Students are required to be dressed in business formals or business casuals in the classrooms as well as in other areas where academic activities take place. Clothes like shorts, bermudas, flip flops, bathroom slippers etc., must be avoided
- Students will be given identification (ID) cards in Term I. Students are expected to wear their ID cards inside the campus and should always carry it with them when they go outside the campus.

7. Mobile Phones in Classroom

- Students are advised not to carry their mobile phones into the classrooms. In case they do, the mobile phones will have to be kept in the switch-off mode
- Students may use their laptops for their digital requirements and may also use the network connectivity in the class. However, to do so, use of mobile phones or any similar hand-held devices will not be allowed in the class.

If any student violates the abovementioned regulations with respect to professional behavior indicated in this section, it will be referred to the Disciplinary Committee and will be liable for the punishment awarded by the committee. Refer to section I-3.2 for further details on possible punitive actions.

The institute will not be held responsible if a student gets involved in activities which are illegal as per the law of the land, resulting in action by regulatory authorities like the police.