

# RULES AND REGULATIONS FOR STUDENTS AT COLLEGE

1. Every student shall be required to attend at least 75 per cent of the Lectures/seminars/tutorials/practical and clinical classes of each subject in each class failing which his/her name shall not be forwarded to the Controller of Examination, of the University for the purpose of appearing in the concerned examination. It applies also to students who are re-admitted after failing in Annual and Supplementary examinations.
2. Repeated absence from lectures, practical, classes, seminars, demonstrations and from hospital wards for four weeks without justification will make a student liable to be expelled from the college.
3. Clinical students (third, fourth and final year) shall be required to do hospital work during the vacation if necessary.
4. The margin of twenty-five per cent of absence in theoretical/lectures, practical classes and demonstrations and in hospital practice is intended to cover absence only on account of sickness or special emergency considered justifiable by the Dean/Principal. A written application should be sent to the Dean/Principal by the student or his/her parent or guardian, reporting his/her illness or cause of absence.
5. Every student is required to attend punctually at the hours notified for lectures, demonstrations, seminars, tutorial classes, practical and hospital wards.
6. No student is allowed to leave the lecture room, practical class or a hospital ward without the permission of his/her teacher or until the teaching session ends.
7. All irregularities, negligence of duties and breach of discipline and the subsequent action taken are to be brought to the notice of the Dean/Principal by the teacher under whom the student is attending teaching/learning sessions.
8. The students must wear the prescribed uniform of the college, and white coat while attending laboratories/dissection hall and the hospital.  
**Female Students:** shirt, white Shalwar, white Dupatta, Black Shoes white long overall up to knee length, Maroon colour Jersey/Coat, White Abaya (optional) and or maroon scarf (Optional).  
**Male Students:** White Shirt, Shalwar (White in color) / Trouser (Grey/Black in color), Black shoes white long overall up to knee length, White Turban (Paghri)/Cap (Optional), Maroon colour Jersey/pullover/Coat.
9. All the students should display their Identity Cards on their chest pocket of overall.
10. Students are required to observe discipline and shall not make gatherings, noise or play in un-authorized places at all times in the college and hospital premises. Students are forbidden to sign whistle, create noise, make gatherings or indulge in any indecent behaviour or activity in the college and hospital premises during or after the working hours.
11. No unauthorized game is to be played in the college, hostel or hospital premises at any time.
12. Outsiders are not allowed in the college.
13. Any student breaking or damaging any college or hospital property shall be required to pay the cost of repair or replacement. In case of willful damage he/she shall be punished as Dean/Principal may deem fit.
14. Students are forbidden to address any member or person in authority directly. Any communication intended for such higher authority must be submitted through the Dean/Principal who will forward it if he considers it desirable.
15. Any student desirous of addressing the Dean/Principal by letter must do so separately. Joint applications are entirely prohibited and will not receive attention.
16. Any student wishes to see the Dean/Principal may do so with prior appointment. Students are not allowed to see the Dean/Principal or any other authority in groups.
17. Parents/Guardians are expected to co-operate with the authorities of the college by prevailing upon their wards not to take any part in activities against the rules and discipline of the institution.
18. All teachers are accessible at any time for the addressal of student difficulties and will be pleased to hear them and to give them advice, but students must approach their teachers and non-teaching staff politely.
19. If a student of the college takes part in any political activities, un-authorized acts or conducts himself/herself in an unbecoming manner or in such manner as would interfere with the corporate life or educational work of the college, the Dean/Principal may take any action he deems proper or refer him/her to the College Correction and Reform Committee.
20. It is desirable for medical students to engage themselves to reasonable extent in wholesome extracurricular activities such as sports and literary pursuits during leisure time only.
21. No person shall be invited to address a meeting, society in the college premises without prior permission of the Dean/Principal. In all cases, the chair shall be occupied by a responsible person approved for the purpose by the Dean/Principal. The subject of debate shall be fixed after obtaining the approval of the Dean/Principal in advance. No objectionable political or controversial content is permissible.
22. No student shall address a Press Conference, nor write to the press on the political or related subject or matters concerned directly with the administration of the College, University or any Government or Educational Institution in Pakistan or abroad. No poster or banners shall be put up without the approval of the Dean/Principal.
23. No student in the college shall be permitted to have any connection with a private dispensary or a consulting room to pose or work as a medical practitioner.
24. No society may be set up by the students nor any meeting held in the college premises without the written permission of the Dean/Principal.
25. In case of complaint it will be investigated first by the Chairperson/Head of Department concerned. If it is of serious nature it will be forwarded to the Correction and Reform Committee for further investigation and their recommendation will be forwarded to the Dean/Principal.
26. In dealing with any breach of discipline, infringement of the rules and regulations mentioned in this prospectus, the Dean/Principal may decide to order appropriate penalty including apology, verbal and/or written, withdrawal of scholarship, temporary suspension from the college, removal from the hostel, compulsory migration, expulsion from the college and rustication. If rustication from the college is required, the case will be placed before the College Academic Council whose decision will be final.....
27. In all case, leave taken will be at students own risk so far as percentage of attendance is concerned. Even a medical certificate will not condone a deficiency in attendance. Sick leave even sanctioned on medical certificate leading to absence in an examination will mean failure in that examination.



28. The name of the student who is absent without leave continuously for a period of four weeks will be struck off from the college roll.
29. Students absenting themselves from college or hospital work without any application shall be liable to a fine imposed by the Dean/Principal.
30. Continuous absence by a scholarship holder will be reported to the sanctioning department for the cancellation of scholarship.
31. Every student must realize that the duty of the authorities of the Medical/Dental College is to impart medical education to him/her and conduct College and University examination according to statutes as laid down in university ordinances for the various MBBS examination and according to the regulations of the Pakistan Medical & Dental Council and also to maintain discipline and to run the administration of the college. Every student must, therefore, accept unconditionally the ordinance of the University, recommendations of Pakistan Medical & Dental Council and provisions made in this prospectus including any amendment to be made thereafter. All these have been evolved for the purpose of imparting a sound medical/dental education to the students.
32. Students are not permitted to remain in the lecture room except at the prescribed hours of lectures
33. Students are strictly prohibited to keep fire arms and other weapons in the hostel, college premises or on their person. The possession/use of narcotics is also strictly prohibited. Anyone found in possession of or using narcotics or fire arms will be expelled from the hostel immediately. In case of suspicion, any room can be searched without prior notice.
34. All kind of tours should be arranged in vacations /holidays.

## THE TUTORIAL SYSTEM

The object of the tutorial group system is to keep the staff and students in touch with one another and to promote mutual well being and understanding. Each tutor is to look personally into all the difficulties of students (individually) and to report to the Dean/Principal of the college for opinion and advice, if any.

- i. The college students are divided into tutorial groups, every group being made up of a proportion of students from each class.
  - ii. The group tutors will comprise of teachers of the college.
  - iii. Students once placed in a group will remain in that group until he/she leaves the college. Under no circumstances transfer of a student from one group to another will be permitted.
  - iv. The tutor -in-charge of the group will meet the respective group students as occasion arises.
35. Students have to be present in time at any specified activity of the college.
  36. For leave or absence the student must apply in writing, stating the reason for his/her request. Requests are submitted to the Dean/Principal.
  37. All sick students should report to the teaching hospital of the concerned college before attending any other clinic. The Doctor's advice etc. has to be submitted to the college office.
  38. At the beginning of the College year the students elect a representative who is supposed to speak on behalf of the class, in all matters concerning the student's community. The representative can be asked to represent his/her class to teachers and committee meetings.
  39. Students are not allowed to bring person not belonging to the staff or the students into the training and education departments without previous permission of the Dean/Principal.
  40. Students have to wear white coats during practical and clinical work.
  41. All students are responsible for the good care and maintenance of machinery and equipment used during training. They will have to pay for the loss or damage. Breakage and losses are to be reported immediately to the teacher.
  42. Students should keep the class room/Laboratory/ward clean.
  43. Security measures for handling acid etc are to be strictly followed.
  44. All accidents, including minor ones have to be reported to the teacher immediately.
  45. Absentees would be sent to the principal who may impose fine and take appropriate action.
  46. Late comers may be marked absent.
  47. Illness leave more than one day would be allowed subject to medical examination and recommendations.
  48. The Authority may expel a student at any time if it is not satisfied with his/her health, conduct or character.

## 1. TIMING

- a) All students must be in the college by 8:00 AM on all working weekdays (Monday-Saturday).
- b) Must not be late from the lecture without a valid reason and must attend all teaching and training activity punctually according to the time table.
- c) Students are not allowed to leave the College without a valid reason.

## 2. VISITORS

Visitors will not be allowed to see students during classes/ practical/ wards etc.

## 3. CLEANLINESS

Students are responsible for the cleanliness of their own dormitories, classrooms and laboratories.

## 4. C LOTHING

- a) All students must wear the authorized uniform during Practical and hospital duty, and on such other official occasions as the administration may designate.
- b) All students must be decently, neatly and cleanly dressed at all times.
- c) Students are not permitted to make any alteration in their uniforms.

**5.1 INTOXICATING DRINKS AND DRUG ABUSE**

No student is allowed to be in possession of any drugs without a valid reason Possession of intoxicating substances of such as alcohol, opium products and other substances of intoxication and poisons is strictly prohibited.

**6. NOISE**

Unnecessary noise is not allowed in the college / hospital premises.

**7. SMOKING**

Students are not allowed to smoke within the College and Hospital premises.

**8. USE OF ABUSIVE LANGUAGE**

No student is allowed to use abusive language at any time.

**9. RIOT**

No riots, strikes, boycott and demonstrations are allowed.

**10. WEAPONS**

Possession of arms, explosives and other weapons are strictly prohibited.

**11. FIGHTING AND ASSAULT**

No fighting and assaults shall be tolerated.