



Global Group of Institutes

(Approved by AICTE, PCI and Affiliated to IKGPTU, Jalandhar)

CODE OF CONDUCT

Human Values and Professional Ethics

As we transit through technical transformation, the nature of skills essential on a daily bases keeps changing according to the external environment. The institutes follow a set of life skills suitable for the current scenario and mostly stress on positive thinking, personality development, enhancing self-confidence, team building etc. We appreciate, respect and promote the perspectives, rights and dignity of each individual.

Code of Conduct for Faculty

- Faculty members have to play as role models for the students.
- Every faculty member should work within the institutional policies and practices so as to satisfy the vision and mission of the Institute.
- They are expected to follow the regulations of university for the timely conduct of classes with sincerity in a disciplined way.
- Faculty members are also expected to respect the rights and academic freedom of students.
- In addition to academics they are expected to enlighten the students on moral values and professional ethics so as to make them the good citizens of the nations.
- Every staff member shall maintain the appropriate levels of confidentiality with respect to student and staff records and other sensitive matters.
- In fulfillment of their obligations to the teaching profession, teachers will strive to advance the interests of the teaching profession through responsible ethical practices.
- It is mandatory for faculty members to display Identity cards at all times when they are inside the campus.
- As per the rules of the institute, staff members must adjust their classes and show the consent of the substitute teacher to the HOD before going on leave.



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Code of Conduct for Students

- Students are expected to conduct in a disciplined way at all times while in campus, in a manner that befits executives in the making.
- They are expected to be in Institute every day and on time for each class, as per the academic time-table, class tests examinations.
- They should ensure a minimum of 75 percent attendance during each semester in all subjects.
- Students are expected to read notices/circulars displayed on the notice board. Students must carry their Identity card inside the campus.
- Students are expected to be punctual for their classes, seminars and assessment test etc.
- Carrying/using mobile phones in academic areas like classrooms, corridors, library, lab etc. is strictly prohibited.
- Students are expected to maintain silence in the academic buildings to maintain the decorum and, any deviant behaviour such as hooting, whistling, loitering etc. will be treated as an instance of indiscipline.
- Students should not indulge in any kind of ragging or activities leading to harassment of any kind towards fellow students.
- Political activity in any form is not permitted in the campus. Unauthorized meetings, propaganda work, processions or fund collections are forbidden within the campus, hostels, and outside the campus.

Code of Conduct for Parents

- Parents of the students are expected to uphold the vision, values and ethos of the Institutes.
- Parents should display courteous and respectful behaviour towards the institutes' staff (teaching and non-teaching).
- The Institutes expect the parents and not any relatives to deal with the authorities in matters regarding the students, unless it is duly informed by the parents in an officially assigned procedure.



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- Parents are expected to monitor their wards' activities like attendance, academic work, internal and external exam marks.
- Parents are authorised to call concerned teacher for any required information.

Code of Conduct for Employers

- Employers are expected to select the students for various job positions purely on the basis of merit and their performance in the screening processes.
- They should pay remuneration as promised and as per industry standards.
- They are expected to provide institutes with true feedback based on the performance.
- The employers must provide opportunities for growth and career enhancement.
- The employers should believe in having a long lasting relation with the institutes and as such conduct various training sessions for the students as well as faculty members.
- They are further expected to follow the law of justice.

Campus Director
Global Group of Institutes
Amritsar