



Gazi Medical College

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COLLEGE RULES & REGULATIONS

- The main characteristics of a medical student should be Perseverance, Punctuality, Discipline, values, Sympathetic, Affection to the human being, and etiquettes. For those reasons, the students of Gazi Medical College should always be maintained & respectful towards above mentioned traits.
- Students should have to maintain the dress code prescribed by the authority & which is obligatory in nature. Each & every student should have to wear apron (White colored, full sleeves, Long) & Student ID card while staying at college campus (Academic building of college, Hospital premises & other places). Students have to wear Black shoes & shocks. Students are not allowed to wear jeans pants & T-shirts or any other dresses rather than the dress code mentioned by the college. It is obligatory in nature to maintain hair cut, nail cut, wearing clean cloths & apron and clean college bags & other personal used accessories.
- It is necessary to maintain cleanliness & hygiene in class room, laboratory & other places of the college.
- In the college campus both male & female students must have to use separate toilet assigned to them separately.
- Students must have to maintain etiquettes within the college campus as well as outside of the college campus. If it seems that any work or behavior is gaudy or offensive in nature than it shall be treated as a penal offence.
- Students should have to switch off their Mobile phone in the class room.
- Active or inactive participation or involvement or abetment or to assist or help to commit of any unsocial work (Smoking, Carrying or taking any kind of drugs, gambling, fighting, disputes, Hassel, Illegitimate company, illegal mix-up etc.) shall be treated as penal offence. On the other hand grouping, meeting, procession, seminar, assembly (Either political or non political) in the college campus shall be treated as severe penal offence. If any involvement is proved against any student on the above mentioned grounds than that student will be rusticated and severe action will be taken.
- Students should have to share or notify any incident or problems or difficulties to the Principal/Head of the department/Hostel super/Administrative officer/Student section officer/any other assigned person by the college authority.
- Students should have to behave well with the classmates, College & hospital officials, teachers, doctors, nurses & others. Any misconduct shall be treated as penal offence.
- Students should have to ensure 100% attendance in the class & according to the rules of Rajshahi university, if any student fail to attend classes less than 75% then that student will not eligible to sit or to take part in any examination. A student will be eligible to fill up form for Professional (Rajshahi University) examination if the attendance of the student is more than 75%, if there is no academic irregularity (completion of all item, term, card examination) and if there is no economic arrears. If a student is failed to ensure any of the above

mentioned criteria then the student will not be eligible to fill up the form. The decision of the authority shall be treated as final on the aforementioned concerning.

- If the attendance of a student is 100% in a year (January to December) then the student will not have to pay tuition fees for the first 3 months of the next year.
- If the college authority calls Students & Guardians then Students & Guardians must have to attend & meet.
- Students must have to take the health card for getting the health services from Gazi Medical college Hospital under some conditions. It is to be noted that students must have to pay health insurance on yearly basis to the College authority. This insurance cover only for getting the health service within Gazi Medical College Hospital. If any student seeks for medical leave then he or she must apply before the director of hospital.
- Student must have to collect their own appliances, books, bones (for their personal use). College authority is not liable to assure all those things.
- If college authority imposes any fine for any lawful ground (i.e. absence in class, violation of the rules & regulation of library and hostel etc.) then student must have to pay the fine within the stipulated time mentioned by the authority.
- If any student cancel or withdraw his or her admission then he or she is not entitled to refund or get back any money from the college & student will get back his or her Original documents of SSC & HSC after paying all the fees of concerned 5 years. It is to be noted that if a student admitted in poor & merit quota then he or she has to pay the full amount of admission fees as a general quota student while cancellation of the admission.
- While studying in Gazi Medical college, no student is entitled to involve in any anti-social, anti-state or rebel offences at college premises or at hostel or outside. If any student involve in such kind of activities then college authority can take legal actions against him or her & which is obligatory in nature. If any student involve in such activity then college authority will not be liable for it.
- No student is not entitled to have any leave except authorized by the college.
- Students must have to follow precautions while using apparatus or any other element of the laboratory. Students must have to pay fine or penalty for the destruction of any apparatus or any elements.
- If any student or guardian behave badly with teachers or college officials or hospital officials then college authority will impose penalty for it which is obligatory in nature.
- Authority will impose under mentioned actions as penalty by the authority:
 - Warning
 - Fine will be imposed on the basis of the nature of the offences i.e. Per day 500/= taka will be imposed as fine for absence in college without a lawful reason or 100/= taka will be imposed per day as fine for absence in a class.
 - Not to take part in the class.
 - Temporary or permanent exclusion.
 - Cancellation of studentship.
- It is to be noted that foreign students are not allowed to return their respective country without the prior approval of the college authority as well as with the prior approval of the local police station. In that case if any foreign student face any problem regarding that issue then college authority will not be liable for it.

- Students must have to obey the rules & regulations of the library.
- Students must have to be decent while using internet in the lab. Students have to create a computer lab card for using computer lab. Students will have to use movement register for entering & leaving the computer lab. Students must have to obey the rules & regulations of the computer lab.
- If any student makes any destruction in the computer lab then he or she must have to pay double amount to the account's office.
- Student must have to follow all the rules & regulations imposed by the college authority & the decision of the academic council & governing body shall be treated as conclusive & final.
- Student's name will expulsion from library under mentioned conditions:
- If anyone absence in the class for about three months without notifying the college authority.
- Breach of any disciplinary rules (On the basis of the decision made by Academic council)
- Fail to pay any fees of the college for about three months.

RULES & REGULATIONS FOR LIBRARY

- Students must have to use library cards. (It will provided by the college authority)
- Students are bound to follow all the rules of book exchanging system followed by library card.
- Before entering into the library every student should keep their bag, books etc. at the cabinet which is situated outside of the library.
- To Study in the library every student should have to collect books from library by submitting their library card. Student must have to collect their library card before leaving from the library.
- Every student must keep silence in the library. Students cannot read loudly or cant gossip with each other.
- Mobile Phone is strictly prohibited in the library & must have to switch off the phone.
- If any student lose reader's card and book exchange card then he or she must have to deposit 500/= in accounts as compensation.
- According to the decision, students must have to pay fine for any destruction of furniture, Books and other items of the library.
- If the students disobey the rules then they will be punished (fines, cancellation of cards). In these circumstances any decision made by the college authority will be considered as conclusive & final.
- Students must have the knowledge about the opening hours of the library.
- Students will not allow to bring books at home or at hostel for reading purpose.