



Student Rules and Regulations

- 1). Students must come punctual. They must be in the class before 5mins of time. 90% attendance is must.
- 2) No Students will leave the Academy premises without the permission of the concern Trade Faculty. They are not permitted to enter any other class room.
- 3) NO student should be absent without leave letter. The leave letter should be signed by the parent/guardian and submitted to the class teacher.
- 4). For any leave due to unavoidable reasons, permission from the Trainers/Academic head should be sought and obtained in advance.
- 5). Student should not loiter in the Academic premises/Class rooms. If it is due to, the school reserves punishment.
- 6). Academy shall not be responsible for any loss of money, ornaments and other articles during training hours.
- 7). Students will not be allowed to meet the parents or visitors during the class hours without the permission of the Trainers.
- 8). Students suffering from infections and contagious diseases shall not be permitted to attend the school until full recovery.
- 9).Academy shall not be responsible for liabilities of an unforeseen incident like accident or illness or the student that may happen at school during the school hours.
- 10). Mobiles phones are forbidden inside the Academy campus especially during the conduct of training.



- 11). A Student who fails to appear for the Final examination without specific reasons will not be considered for re-examination.
- 12). The school reserves the right to dismiss a pupils on the grounds of irregular attendance, serious misconduct, disobedience or discourteous behaviour towards teachers, any kind of malpractice or objectionable behaviour, not in keeping with the good tone of the school inside the premises to elsewhere.
- 13). No money collection for any purpose is allowed to be made in the school without prior permission of the Academic coordinator.
- 14). Academy will not be responsible for any incident happens to students like accident or sickness outside the Academy campus. The misconduct leading to accident will be the responsibility of the student and not the academy. Any damages/breakages happen due to misconduct of student will be recovered as per the market price.
- 15). Student should display the ID card when they are inside the Academy Campus.

Parent/Guardian Responsibilities

- 1) Whenever parent were intimated to visit the Academy from the Academy management their presence is mandatory.
- 2). Ensuring that their children attend school regularly and on time.
- 3). Assisting school staff in dealing with disciplinary issues.