

Women Medical & Dental College Rules & Regulations regarding WMC code of conduct

On admission to WMC Abbottabad, every student and her parent are required to give undertaking to abide by all the following:

- Honesty, sincerity, faithfulness in every aspect of life.
- Strong religious faith and respect for other faith.
- Dedication to the practice of studies.
- Respect for the teachers, College/ Hospital/Hostel/authorities and other staff.
- Full participation in academic, co-curricular and extra-curricular activities.
- Strictly follow the college uniform to maintain identity.
- Never use violence or threat of violence or pressure to settle conflicts rather proper logical channels be adopts like report authorities to resolve the conflicts and genuinely.
- Shall accept whole-heartedly all provision of statues, regulations and rules already enforced and rules and regulation as may hereafter be framed by the competent college/ Hospital / Hostel authorities.
- Student have the right of representation on any subject to the principal by previous appointment.
- Student can lodge any complaint with the WMC complaint cell.
- In case of mental worries consolation cell can be contacted.
- Parents/guardians are requested to co-operate with college authorities through "Students parents' cell" for the smooth and peaceful environment in the college/Hospital/Hostel.

PROHIBITED ACTS

Students must refrain from:

- Making noises, singing, whistling and shouting in the college/Hospital /hostel premises.
- Doing anything which may cause injury or insult to the management authorities, teaching faculties, other students and other staff of the college/Hospital/hostel. Such as activity shall be considered high- or low-profile misconduct by the disciplinary committee under the principal chair.
- Holding meeting or gathering or taking out procession in the premises of college/Hospital/Hostel.
- Staging inciting or participating in any walk-out strike or any other form of agitation against the college /Hospital/Hostel administration or teaching faculty or other officer. Inciting anyone to violence, disruption of peaceful atmosphere of the college/Hospital/Hostel. Making in any way provocative speeches, issuing and distributing pamphlets, cartoons or poster casting aspersion on the teacher or staff of the College/Hospital / Hostel. Doing anything in any way to promote hatred and rift among various sects or groups or casts of the student's community.
- Use of social media for grievances against college administration or teaching faculty or including in making groups / association or getting attachments to any professional or political or social organization for any purpose. Any such activities shall be taken very serious breach of WMC discipline.

- Bringing, keeping carrying or using fire-arms or any other type of weapon in the college/Hospital/Hostel premises is strictly prohibited.
- Smoking in college/Hospital/Hostel is illegal.
- Keeping or using alcohol, narcotics or other intoxicants.
- Indulging in any acts of moral turpitude.
- Allowing or abetting entry to the expelled or rusticated students, antisocial element or other whose presence on campus could cause conflict among the students or bringing a bad name to the institution.
- Using any room or part of any building of the institute without lawful authority.
- Damaging or loss of any college/Hospital/Hostel property including building, instruments, equipment's or vehicles etc in any manner.
- Including in any kind of unfair means/mal practice in examination or class tests.
- Addressing a press conference or letter to press or writing to political figure / parties regarding college matters or against the governments or other educational institution in Pakistan or in abroad.
- Displaying banners/ poster without permission from the college authorities.
- Unauthorized use of loud-speaker/ mega-phone.
- Collecting any money or receiving any fund or raising fund for financial assistance without written permission of the principal.
- Playing unauthorized game in college/Hospital/Hostel.
- Taking part in political activities or arranging such activities in the college/Hospital/Hostel.

Acts of Indisciplinary or Misconduct

As student who:

- Commits a breach of rules & regulations regarding conduct of the students, mentioned above or enforced as and when needed.
- Disobeys the lawful orders or a teachers or officers in authority for college/Hospital/Hostel managements.
- Habitually neglects class attendance, assignments or other works assigned to her.
- Damages college or other personal property.
- Does not pay the Fee, Fine and other dues payable under the college rules & regulation with in the notified dates.
- Uses indecent language, remarks or gesture or behaved in disorderly manner with the faculty, fellow students or other staff of the college/Hospital/Hostel or commits any criminal, immoral or dishonorable act. Such students shall be guilty of misconduct/ indispensability and will be dealt strictly.

PENALTIES

In cases of indiscipline or misconduct the disciplinary committee under the principal may decide to order appropriate penalty including:

- Warning
- Apology, verbal or written.

- Apology and re-assurance affidavit on judicial stamp paper attested by Oath Commissioner.
- Withdrawal of scholarship if any.
- Fine
- Bank guarantee in the name of college.
- Temporary suspension from the college.
- Removal from the Hostel.
- Compulsory migration.
- Expulsion from the college or rustication.

In case of temporary or permanent rustication the matter should be placed before the college academic council and decision shall be conveyed to the KMU and health Department of KPK.

All teachers, HODs Wardens, Provost and Directors may suggest penalty to the chairman Disciplinary Committee which will give final decision excepts for the rustication which will be decided by the academic council of the college.

RUSTICATION AND EXPULSION

RUSTICATION

On the recommendation of the disciplinary committee and approval of academic council the principal may rusticate a student for high misconduct or gross breach of discipline. Rustication imposed will always mean the loss of one academic year so far her appearance in university examination is concerned.

Rusticated student may be admitted in the college on expiry of rustication period. No fee will be charged for the period of rustication, the fee already deposited will not be refunded.

If a rusticated student is re-admitted she can appear in university examination if she fulfills other criteria for the examination, after the principal allows her. Any shortage of attendance is the sole responsibility of the student.

EXPULSION

Expulsion can be ordered by the principal after due approval by the academic council which is for 24 months so order of expulsion shall involve loss of one or more academic sessions.

Period of expulsion will be counted from the date of issue of such a notice by the college.

Name of the expelled student will immediately be removed from the college rolls. No fee will be charged for the period of expulsion, fee already deposited will not be refunded.

After expiry of the expulsion period the student may be re-admitted to the college, she may appear in university examination if principal allows her and she fulfills other criteria. She will be responsible for any shortage of attendance.

Principal has the authority to withdraw orders of rustication or expulsion at any stage of rustication or expulsion, and order re-admission.

No, a student shall be rusticated or expelled from the college unless she has served a show cause notice and allowed a reasonable time for explanation and replying to the charges framed against her. When in the opinion of the disciplinary committee or academic council the rustication or expulsion is not called for in a case refer to it, it may impose some other kind of penalty mentioned earlier.

APPEAL

Appeal against rustication or expulsion shall be made within 30 days from the date of issue of notice by the college to the board of directors.

No appeal shall be entertained against other kind of penalties in all such cases appeal can be made to the principal if the penalty is imposed by a non-competent authority.

ATTENDANCE & CLASS PROTOCOL

- When the teacher enters the classroom all the students should stand up as a token of respect and remain so till they are directed to sit or the teacher takes his/her seat.
- Every student is required to attend at least 75% of the lectures, seminars, tutorials, practical and clinical in each subject in each class failing which her name shall not be forwarded to the controller of examinations KMU for the purpose of appearing in the university professional examination. It also applies to the student who are re-admitted.
- Repeated absence from classes etc. will make the student liable to be expelled from the college.
- Clinical classes students (3rd, 4th and Final Year) may be required to complete hospital work during vacations.
- A student who is absent without leave sanctioned by the principal, for continuous 4 weeks will be struck off from the college roll.
- Students are liable to be fine imposed by the disciplinary committee for will full absence from the college/hospital work.
- No, a student is allowed to leave classroom or lab or clinical work until the class is dismissed or without the permission of the teacher.
- All irregularities regarding class, lab, OPD, ward, or operation theater should be brought to the notice of the principal to mark to disciplinary committee.
- For any leave application should be forwarded to the principal.
- Students have to wear the college uniform during college/hospital working hours, non-compliance can lead to imposition of fine.
- All accidents in college/hospital/hostels must be reported to the principal immediately.
- All student's participation in co-curricular and extra-curricular activities arranged by the college.
- College tours may be planned on weekends or during vacations.
- Presence in all academic tours is mandatory noncompliance may lead to penalty.

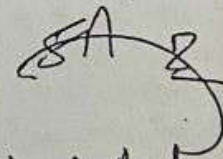
WMC, Hostel Disciplinary Rules & Regulations

These are called "Hostel Admission & Residence Regulation" implemented since year 2000 .

1. Residence in the Hostel is a PRIVILEGE and is not a right of the WMC regular student.
2. College authorities are fully competent to refuse Hostel Admission or cancel it at any time they deem it fit.
3. All the students having Hostel Admission card issued to them by the Principal, come under the DISCIPLINARY SUPERVISION and the code of conduct established by the DISCIPLINARY COMMITTEE of WMC, Atd.
4. All boarders are required to give an undertaking to abide by the WMC code of conduct and Disciplinary Rules which may be amended from time to time as the need arises.
5. Competent authority shall appoint Monitors for each block and a Senior Monitor, who shall have monitoring charge under the authority.
6. Any violation of the code of conduct or disciplinary rules may result in Fine or Expulsion from the Hostel or both, to be determined by the Disciplinary Committee in consultation with the WMC Competent Authority.
7. Provost in consultation with warden may suggest Fines from Rs:100 to Rs:1000, fine above Rs:1000 are imposed by the Disciplinary committee in consultation with Principal.
8. All fines shall be registered in the office of the Chairman Disciplinary Committee and credited to students Welfare Account, WMC, Atd.

9. No weapon, TV, Drugs , Intoxicants or high value gold ornament/big amount of cash are allowed in the hostel.
10. Hostel administration shall not be held responsible for any loss of valuables or cash.
11. Payment of Hostel Dues shall be made in the Prescribed time, defaulters are liable to Fine, Expulsion or both.
12. Hostel Gates opening times are fixed and no boarder or any visitor shall be allowed after the gates are closed.
13. No boarder is allowed to go outside Hostel to visit bazaar/any relative or go home without the written permission from Hostel Provost/Competent authority in consultation with Provost.

Any violations of this rule may result in Fine or Expulsion or both.


Prof. Amjad Agha

Rules & Regulations:

Standardized Uniform:

Shirt	Navy Blue
Shalwar	White
Dopatta	White
Overall	White
Abaya	Optional

Payment of College Dues:

1. All the students must pay their dues after annual examination before the start of new academic session. Those who fail to deposit their fees within the stipulated period, a fine of Rs.500/- per day will be charged in addition to the college fee and other subscriptions. All those students who fail to comply with this rule will not be allowed to attend her classes/lab/OPD/ wards etc or appear in examination may be expelled from the hostel.
2. All new entrants including migrated students will pay the college dues/ fees and other subscription for the class in which they seek admission.
3. If the security deposited is not claimed within a period of 6-months of the date of leaving the college, then it shall not be refundable and will be credited to the benevolent fund, maintained by the college for deserving students.

Cancellation of Admission:

- i. If any document/ information provided by the candidate is found false/ fake/ fabricated at any stage of MBBS/ BDS admissions and / or during the course of studies, the admission of the candidate shall be cancelled and she will be debarred from admission for a period of seven (7) years besides initiation of any action under the law including criminal proceedings against her.
- ii. If the candidate is found medically unfit at any stage of the MBBS/ BDS course, the admission of the candidate shall be cancelled on the recommendation of the appropriate Medical Board to be constituted by the Admitting University on case to case basis.
- iii. If a candidate fails to report for admission and/ or deposit the fee on due date, the admission of the candidate shall be cancelled.

Gap after discontinuation of study:

Where any student has qualified a professional examination and discontinues his/ her studies and desires to rejoin his/ her studies of the MBBS or BDS, within five years of his/ her discontinuation, he/ she may as one-time dispensation be allowed to continue his/ her students from the stage he/ she discontinued his/ her studies. In no case a student shall be allowed to continue study of MBBS or BDS after a gap of more than five years. A student joining the MBBS or BDS course after a study gap of three years shall take his/ her last professional examination.

Dropout Students:

No institution shall be allowed admissions against dropout or vacant seats.

"DROPOUT STUDENT" means a student of the medical or dental institution, admitted after due process and who has left the institution without attending classes during first two years of MBBS or first year of BDS course or expelled or struck-off from the institution roll after failure to success in four chances in the university's professional examination.