



CPMC/ME/2021-11

CENTRAL PARK MEDICAL COLLEGE

(A Project of Health & Education Foundation Reg No. 0062545)

26th of January 2021

POLICY TO ENSURE A FAIR AND FORMAL PROCESS FOR TAKING ANY ACTION THAT AFFECTS THE STATUS OF A STUDENT IN CENTRAL PARK MEDICAL COLLEGE

SCOPE

This policy applies to all currently enrolled students of Central Park Medical College.

POLICY STATEMENT

To establish disciplinary procedures for the students so that when problems with students' behavior or performance arise, the administration will take appropriate measures to correct the problem.

Strict disciplinary action may be taken against a student at CPMC if he/ she commits one of the following offenses;

- Attempt to disrupt teaching exam or administration.
- Cheating
- Damaging and defacing property
- Ragging
- Defecting of library books
- Unauthorized entry / occupation of hostel
- Immorality and harassment
- Any act prejudice to the good order and college discipline
- Being disrespectful to a member of the faculty

Punishments can include:

- Written warning
- Summoning of parents to the college
- Fines as determined by the discipline committee



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- Suspension for 1 - 4 weeks
- Monitoring of conduct – if no improvement then expulsion or rustication.
- Withdrawal/expulsion/rustication for 1 - 2 years through the disciplinary committee

For all such offenses that occur in the institution, attached hospitals and hostels premises, head of the institution may at his discretion refer the case to the disciplinary committee of the institution, which shall be appointed by the Academic Council from time to time. This Disciplinary Committee shall have the power to interview any student or students or any member of the staff or any member of public and is empowered to send its recommendations to the head of the institution.

After considering the recommendations of the disciplinary committee, disciplinary action by the head of the institution against the students committing an offence might take one or more of the following forms depending upon severity of the offence.

- The student may be asked to tender an apology, verbal or written. This shall be placed on the student's record.
- A student may be placed on probation for a period up to three months, during which, if he/she fails to improve his/her conduct may lead to expulsion from the institution.
- A student may be fined up to Rs. 50,000
- Scholarship (if any) may be suspended or stopped.
- A student may be suspended from the institution roll for a time period determined by the Head of the Institution on the recommendation of the disciplinary committee.



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APPROVAL AND REVIEW DETAILS

Central Park Medical College	Department of Medical Education		Policy Number:
Title: Policy to ensure a fair and formal process for taking any action that affects the status of a student	Issue Date: 27/11/21	Prepared/Revised by: Date: 27/11/21	11
Due for Revision on 1 st of Feb., 22			
Reviewed by: DR. Mariyah Hidayat. Date: 27/11/21	Authorized by: Date: 29/01/21		

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