



**BURDWAN UNITECH TECHNICAL INSTITUTE**  
**Rules and Regulation**

1. A regular student of this institution must have to attend at least 75% of the classes held during a particular session.
2. Attendances more than 60% and less than 75% must have to pay fine amount for appearing in the final examination.
3. Less than 60% attendance holders shall not be allowed to appear at the final examination.
4. Students must attend both theoretical and practical classes regularly, if not students shall not be permitted to attend practical classes.
5. Students will be subjected to regular class tests, promotion cannot be granted unless the record of the student is very clean.
6. Students must use institution property (whatever may be) with due care and caution.
7. Students must clear up their fees in due time, otherwise they shall have to secure readmission.
8. Students are expected to go through the notice boards of the institution regularly.
9. Students are expected to use only formal dresses in the institution premises.
10. Students are expected to be co-operative and well-mannered in dealings with their teachers, nonteaching staff and their fellow friends.
11. Ragging in any form shall severely be dealt with and the student(s) involved in the act of ragging shall be rusticated from the institution.
12. For placement or placement help good percentage of attendance and good result in the final examination is mandatory and necessary.
13. **Declaration:**

***Name of the student***.....

I am ready to obey and follow all the above rules and regulation of the institution and I am bound to do that. In any case of any failure institution may take appropriate steps to punish me as par rules. In such cases the decision of the institution will be final.

Date.....

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Place.....

Signature of the student