



Institute of Applied Medicines and Research

9 KM STONE, DELHI-MEERUT ROAD, DUHAI, GHAZIABAD 201206

DATE: 17-09-2021

GUIDELINES & RULES

FOLLOWING RULES HAVE TO BE FOLLOWED STRICTLY.

- **Students must always be in college uniform. He / She will not be allowed inside the campus for any reason if the student is not in proper uniform. Apart from the uniform student has to also take care of his shoes which have to be black leather shoes and formal socks.**
- **The student has to wear an ID card all the time.**
- **The student has to maintain a minimum of 75% attendance in each subject. In case of leave, the student has to inform each subject teacher and the next day of his presence he/she has to submit an application. In case of the medical reason of leave, the student has to submit a medical certificate of prescription as well.**
- **The student has to regularly attend the class. In case of leave, the concerned faculty has to be informed otherwise students will not be allowed in their next class.**
- **Value-added courses or lectures will only be for the students who have cleared their fees dues and maintaining the 75% attendance criteria**

Manish Kumar

Mr. Manish Kumar

HOD BBA Department