



Informatics College of Allied Health Sciences Gujrat Campus

ICAHS

Address: Opposite Bashir Hospital, Railway Road, Gujrat PH: 053-3536711, 0334-9934355
Teaching Hospital: Ayesha Bashir Hospital, Julyani, Gujrat
Teaching Hospital: Bashir Hospital, Railway Road, Gujrat

STUDENT FINE POLICY

1. Late Fee Fine:

Students failing to submit required fees by the specified deadline will be charged a late fee equal to **10% of the total amount of the fee voucher**. The deadline for fee submission will be communicated well in advance, and students are responsible for ensuring timely payment.

2. Installment Fine:

For delayed installment payments, students will incur a fine equal to **10% of the total amount of the fee voucher** for each installment not paid on time. The due dates for installments will be clearly outlined in the fee structure, and students are expected to adhere to the payment schedule.

3. Absentee Fine:

A fine of **Rs. 200/- per day** will be imposed for each unexcused absence from class. Excused absences may be determined by the college administration based on valid reasons provided by the students. It is the responsibility of students to communicate and seek approval for any planned absences.

4. College Property Damage Fine:

In case of loss or damage to college property, class fixtures, or lab equipment, the expense cost of the said loss shall be recoverable from the student as the fine amount. The assessment of the damage and associated costs will be conducted by the college administration, and students will be notified of the fine accordingly.

5. Academic Misconduct Fine:

Students engaging in academic misconduct, such as plagiarism or cheating during examinations, will face a fine of **Rs. 1000/-**. Academic integrity is of utmost importance, and any violation will be thoroughly investigated. The fine will be imposed based on the severity of the misconduct.

6. Mobile Phone Fine:

Use of mobile phones is strictly prohibited in the college premises. If a student is found using mobile phone, fine of **Rs.1000/-** shall be imposed on spot and mobile phone shall be confiscated until the receipt of fine amount is produced by the student. Using mobile phone in the college premises in case of second attempt after paying the fine amount, shall result in the fine worth **Rs.3000/-**. In third attempt, mobile phone shall be confiscated by the college and shall not be returned at all till the academic session ends.

7. Uniform Violation Fine:

Students violating the uniform policy will be fined **Rs. 500/- per day**. The college uniform policy is designed to maintain a professional and cohesive appearance. Students are expected to adhere to the uniform guidelines during college hours and events.

8. Disciplinary Fine:

A disciplinary fine of **Rs. 2000/-** will be imposed for violations of college disciplinary policies. Disciplinary actions may include but are not limited to, disruptive behavior, harassment, or any activity that goes against the established code of conduct. Misbehavior with the college faculty, admin staff or security staff is not tolerable in any case. Defaulters in such cases shall be suspended /stuck off from the college rolls

9. Examination Fine:

A fine of **Rs. 500/-** will be imposed if a student is absent from any sort of Examination, SLP (Short Length Paper), FLP (Full Length Paper), or IKON test Series. Regular and timely attendance during all examination-related activities is mandatory, and failure to attend without a valid reason may result in the specified fine. Valid reasons for absence, if any, must be communicated to the relevant authorities in advance, and the decision regarding excused absences will be at the discretion of the college administration. Students are responsible for keeping track of the examination schedule and making necessary arrangements to ensure their presence during these critical assessments. Examination form shall not be accepted without the clearance of all outstanding dues

10.Event Fine:

A fine of **Rs. 1000/-** will be levied for absenteeism during college events. Attendance at college events is encouraged to foster community spirit, and students are expected to participate actively. Absence without a valid reason may result in a fine.

11.Late Coming Fine:

For late arrivals, students will be fined **Rs. 100/- per day**. Punctuality is essential for a smooth academic environment, and habitual latecomers may face escalating fines. It is the responsibility of students to manage their time effectively and arrive on time for scheduled activities.

12.Absentee from Hospital Ward Rotation and Clubfoot Center Rotation

Non-compliance with hospital duties or absence will incur a fine of **Rs. 500/-** per day. It is crucial to fulfill your hospital duties consistently.

Discipline Incharge Signature

Principal Signature