

FIREBIRD INSTITUTE OF RESEARCH IN MANAGEMENT

STUDENTS' CODE OF CONDUCT

BATCH 2026-28

PART A – GENERAL GUIDELINES FOR CONDUCT

1. Students must wear their identity card with the lanyard issued by the Institute at all times.
2. Students are required to attend all classes as per their timetable, striving for 100% attendance. The detailed policy on academic attendance is outlined in the 'Attendance Policy'.
3. Students should be seated for academic sessions at least five minutes before the scheduled start time. Late arrival is considered indiscipline, and faculty members are advised not to permit latecomers to attend the session. Attendance will be marked within 10 minutes of the start of the class. Latecomers will be marked absent.
4. Students are not allowed to leave the classroom while the session is in progress. Loitering during session time will result in strict disciplinary action. Refer to the Attendance Policy for further details.
5. In the Academic Block and lecture rooms, students should behave professionally, adhere to the Dress Code, and avoid disturbing others. Talking during academic sessions and distracting others is considered a serious indiscipline. Arguing with faculties is unacceptable.
6. All students need to bring their laptops, notebooks and pen to the class regularly.
7. Students are prohibited from misusing, damaging, or removing devices and equipment in the Academic Block and lecture rooms, such as computers, speakers, projectors, and cables. Violations will result in appropriate penalties determined by the Institute's authorities.
8. Students must strictly follow the Dress Code. Professional attire is required for special days such as leadership sessions, corporate events, and institute events. Saturdays will have a casual dress code with guidelines. (Refer to the Dress Code Policy)
9. Students should not leave the campus during academic sessions without permission from the respective Batch Coordinator through ERP.
10. Students are not permitted to leave the campus during Placement/Internship/Promotional periods without the Batch Coordinator's permission.
11. Students must seek prior approval from the Batch Coordinator and Mentor to leave or enter the campus after 8:00 PM. This rule will be strictly enforced.
12. Students are advised to make tuition fee payments, exam fee payments, and other academic-related payments before the deadlines. Failure to do so will result in consequences such as not being allowed to attend sessions and take examinations.

13. If a student decides to withdraw from the program before completion, they are liable to pay the complete tuition fee for the program.
14. Sexual harassment is a serious offense. Students found causing embarrassment, unsolicited compliments, sexually tainted jokes, "ragging," or spreading false rumors will be directed to the respective committees for disciplinary action.
15. Fighting or physical violence is strictly prohibited. Offenders will be expelled from the campus/Institute.
16. Vandalism, damage, or removal of Institute property, including sports equipment, is a serious offense. The cost of damage will be recovered from the student's caution deposit or the entire student group if no one takes ownership.
17. The possession, consumption, distribution, or storage of alcohol, illegal drugs, or any other intoxicating substances—whether in liquid, solid, or any other form—is strictly prohibited on campus premises, including hostels, academic buildings, and all affiliated areas. Students found violating this policy will be subject to immediate disciplinary action, which may include rustication, expulsion, and/or legal proceedings, depending on the severity of the offense.
 - a. In addition, smoking is strictly prohibited in all areas of the campus. This includes the use of cigarettes, e-cigarettes (vapes), hookahs, and other tobacco-related products.
 - b. The institution is committed to maintaining a safe, healthy, and substance-free environment conducive to academic growth and personal well-being. All students are expected to uphold this standard and act responsibly at all times.
18. Personal Responsibility during Off-Campus Travel: Students are expected to exercise caution and take full responsibility for their personal safety and well-being when traveling outside the campus, whether for academic, personal, or recreational purposes. This includes travel via two-wheelers, four-wheelers, public transportation, or any other mode of commute.

The institution is not liable or accountable for any incidents, including but not limited to accidents, injuries, legal matters, or other unforeseen events that may occur while students are off-campus and not under the direct supervision of the institution.

All students are advised to follow traffic rules, prioritize personal safety, and act responsibly at all times. By choosing to travel independently, students acknowledge and accept that they do so at their own risk, and the institute bears no responsibility for any negative consequences that may arise.
19. Vehicle Use, Safety, and Liability: All students commuting to and from the campus using two-wheelers or four-wheelers are required to wear a helmet (for two-wheelers) and possess a valid driving license for the vehicle they operate. These measures are mandatory to ensure personal safety and compliance with traffic regulations, and this rule is strictly enforced.

Lending or borrowing of vehicles among students is strongly discouraged. In case of any accident, theft, damage, or misuse resulting from such arrangements, the institution holds no responsibility or liability. Students are expected to take full ownership of their personal vehicles and act responsibly at all times.

PART B - HONOUR CODE

The Honour Code establishes Firebird's fundamental standards that govern student conduct, requiring honesty and integrity in all academic activities. Students must maintain the highest ethical standards, both within and outside the Institute. Penalties for violating the code could result in expulsion from the campus or Institute, depending on the offense.

In accordance with the Honour Code, all Firebird students should:

1. Refrain from offenses such as copying, cheating, plagiarizing, lying, colluding with fellow students in an unauthorized manner, giving or receiving unauthorized aid, and resorting to bribery or intimidation for advantage.
2. Mention appropriate citations in any academic exercise, such as assignments, exams, project reports, quizzes, and class participation, as determined by the faculty. Examples of violations include plagiarism, sharing information during exams, unauthorized collaboration, reworking a quiz or exam for re-grading without approval, giving or receiving unauthorized aid, submitting another student's work as one's own, and using AI applications in assignments and passing them off as one's own.
3. Maintain honesty in academic and other achievements for gaining jobs, scholarships, or privileges.
4. Uphold the Honour Code and cooperate in reporting violations.

The Honour Code represents an agreement between students and Firebird about their responsibilities for learning and teaching. But students and faculty will jointly establish the best conditions for honourable academic work.

Honour Code Pledge Form

Firebird aims to develop ethical and socially responsible managers by maintaining the highest standards of personal behaviour, academic integrity, and community care. The Honour Code reflects this goal.

I hereby declare that I have read and understood the Honour Code of Firebird Institute of Research in Management and agree to follow, represent, and enforce it. I understand that any violations will be subject to defined procedures.

I pledge to:

1. Represent myself truthfully.
2. Not fabricate or plagiarize any information related to the curriculum.
3. Not seek, receive, or obtain an unfair advantage over other students.
4. Not be a party to any Honour Code violation.
5. Uphold and abide by the Honour Code's values, purpose, and rules.
6. Report all violations by members of the Firebird community.

7. Respect the rights and property of all in the Firebird community.
8. Abide by all rules and regulations prescribed by the Firebird Institute of Research in Management.

Note : Commitment to ESG and Sustainability

Students must actively support the institute's **Environmental, Social, and Governance (ESG)** goals by avoiding **wastage of food, water, and electricity**, minimizing the use of **single-use plastics**, and promoting eco-friendly practices.

Responsible resource use and environmental consciousness are essential steps toward building a **sustainable campus and a greener India**.