

INSTRUCTIONS/ UNDERTAKING/ CONSENT BY THE INSTITUTE AT THE TIME OF ADMISSION AT THIS INSTITUTE

Western India Institute of Aeronautics Pvt. Ltd, Ahmedabad will ensure that the eligible students and their parents and/or guardian are briefed on the disciplinary rules and terms and condition of the Institution and will also ensure they have understood fully.

Students and Parents and/ or Guardian will be made available of the institute code of conduct, academic rules, tuition fees payment criteria, attendance criteria, examination eligibility criteria, uniform and library policy.

As a parent and/ or Guardian, they have to ensure the following minimum terms and condition throughout the academic tenure/ session.

- a. Encourage their ward to follow the terms and conditions stipulated in code of conduct signed at all time.
- b. The tuition fees are paid on time before the last date
- c. Any delay in paying of tuition fees, within the stipulated time frame as required by the institute, tuition fees are paid along with the late fees as decided at that time.
- d. Shall meet the appropriate authority as and when called.
- e. Shall ensure their ward maintain the discipline of the institute at all time and any misconduct or mis-behaviour thereof, the student may not be allowed to attend the class and necessary action shall be taken against.
- f. Shall encourage their ward to regularly check the Institute Notice board for any change in the Institute policies, codes, regulations and these Terms and Conditions.
- g. The Management of the Institute reserves to himself the right to mark additions or alteration to the existing rules, working hours, timetable, fee structure and mode of learning as may be deemed necessary from time to time. Shall abide by the terms and condition if there is any change in the terms and condition or institute policy, code incorporated at time without notice.
- h. In case of any dispute between the management of the Institute and students, parents and/ or guardian, only the civil court in Ahmedabad will have legal jurisdiction.

Student have to ensure the following minimum terms and condition throughout their academic tenure/ session.

- a. Shall ensure terms and conditions stipulated in code of conduct are being followed at all time.
- b. Main the institute discipline at all time either in the classroom or outside the class room. Failing of which, institute are allowed to take the disciplinary actions and their parents informed.
- c. Shall ensure compulsorily follow the uniform prescribed by the Institute.

- d. Shall ensure attendance criteria of 90% is maintained, failing of which he/ she shall not be allowed to attend the examination.
- e. Shall not operate any electronic gadget in the classroom unless and until authorized by the concerned instructor.
- f. Shall ensure he/ she is not involved in any sort of violence or disturbance both within and outside the Institute campus. Institute is authorized to take the disciplinary action after found guilty.
- g. Shall ensure he/ she does not consume any drug/ alcohol in the institute premises/ hostel. Any time found using such product, institute are authorized to take disciplinary action.
- h. Shall ensure that in case any verbal, physical, written, graffiti, e-mail exchanged/ communicated either with any of the student/ faculty/ or any other institute staff members, which is objectionable in nature, institute are authorized to take disciplinary action.
- i. Shall ensure that the WIIA assets at their disposal shall not be misused, damaged, destroyed, etc. Any such commission shall warrant pecuniary action depending on the asset damaged.
- j. A cordial relationship among the students is desirable. Ragging among the Junior and Senior students are strictly prohibited within and out of the premises. Institute insist not to get involved in such activity. In case he/ she is involved in physical and mental abuse of any students/ any individual on WIIA premises, failing of which, institute is authorized to take action as per the Gujarat State Ragging Act applicable at that time.