

Indira Bahuuddeshiya Shikshan Sanstha's

DR. RAJENDRA GODE COLLEGE OF PHARMACY MALKAPUR

Dist.: Buldana - 443101

Affiliated to MSBTE, DTE Mumbai (Maharashtra), SGBAU Amravati, PCI New Delhi

NAAC Accredited with 'B+' Grade

DTE Code

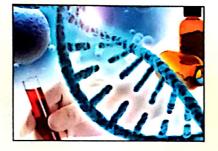
B.Pharm. 113682310

D.Pharm. 113682320

M.Pharm (Pharmaceutics) 113681710

M.Pharm (Pharmaceutical Quality Assurance) 113612510

M.Pharm (Pharmaceutical Chemistry) Proposed

















"What Industry needs, We provide"

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Our Inspiration



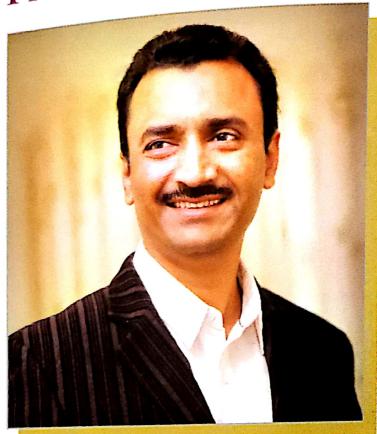
Late Hon'ble Dr. Rajendraji V. Gode

MMBS,MS (Gen, Surg.)

Founder President, IBSS Buldana

Ex. Minister of Home and Industry (M.S.)

From The President's Desk ...



Hon'ble Shri. Yogendraji R. Gode **President**

With us you will discover a new learning experience in a dynamic and supporting environment. It is our firm belief that value based learning is of great relevance in a dynamic and ever-changing environment. Today you are faced with an important choice and we know that you are anxious to get it right. Academic factors are important but they are not the only ones. Among the other things higher education is an opportunity to broaden your mind and extend your horizon. So come and experience the difference and become a part of our family.

Governing Body



Shri. Yogendraji R. Gode President, IBSS Buldhana



Ms. Sonali H. Dikey Vice President



Ms. Tanvi Y. Gode Secretary



Smt. Ushatai R. Gode Treasurer

S Group of Institution

- 1. Dr. Rajendra Gode College Of Pharmacy, Malkapur
- 2. IBSS B.Sc Nursing College, Buldana
- 3. ANM Nusring School Buldana
- 4. ANM Nursing School, Malkapur
- 5. GNM Nursing School, Buldana
- 6. Dr. Rajendra Gode College Of Agriculture, Buldana
- 7. Krushitantra Niketan Malkapur
- 8. Dr. Rajendra Gode Ayurved College, Hospital & research, Amravati
- 9. Dr. Rajendra Gode Medical College, Amravati
- 10. Dr. Rajendra Gode Multispeciality & General Hospital Amravati
- 11. Dr. Rajendra Gode Institute Of Technology & Research, Amravati
- 12. Dr. Rajendra Gode Institute Of Technology & Research, Amravati (Diploma Course)
- 13. Dr.Rajendra Gode Institute Of Pharmacy, Amravati
- 14. Dr. Rajendra Gode College Of Pharmacy, Amravati
- 15. Dr. Rajendra Gode Institute of Nursing, Amravati
- 16. Chatrapati Shivaji Vidyalaya, Sindhkhed Lapali
- 17. Vivekanand Vidyalala, Sao
- 18. Sharad Pawar Vidyalaya Sarola Maroti
- 19. Sharad Pawar Vidyalaya, Sagwan
- 20. Sharad Pawar Vidyalaya, Warud
- 21. Adhyapak Vidyalaya, Buldana
- 22. Adhyapak Vidyalaya, Belad

From The Secretary's Desk ...

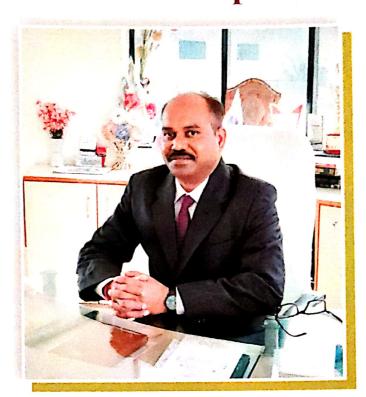


Ms. Tanavi Y. Gode Secretary

"Creativity is thinking up new things, innovation is doing new things" This line will explain the nature and ability of Dr. Rajendra Gode College of Pharmacy. We equipped our students to become global citizen with modern and scientific temperament. We aim at holistic education and prepare each student to meet all challenges head on in life and contact them selves in an exemplary manner.

"Thinking beyond' is our thought and we make our students follow the same. By this, they will not only develop them selves but also serve the nation equally.

From The Principal's Desk ...



Prof. Dr. P. K. Deshmukh **Principal**

When we want to know future of India, I do not look at the stars and planets but into the eyes of our Students, if their eyes are bright and full of joy and hope, the future of India is safe.

Education at Dr. Rajendra Gode College of Pharmacy forces strongly based on the problems affecting our future and primate the spiritual, academic, social and emotional developments. We strive to provide opportunities which will assist the students to posses strong morals and character formation. Our institute is of its own characteristic and identifiable personality. Academic excellence is the keyword for us. Since its inception, results setting new records and receiving appropriate acclaim. The integration of academic excellence and professional learning is one which we try for high standard in transmission of knowledge within a dynamic and interactive environment entailing our students to gain distinction and honor in their chosen field. We recognize the need to prepare the students for challenges of twenty first century and by this providing an atmosphere which will encourage them to become life long learners and to strive to work co-operatively in society.



Vision

To excel in the field of pharmaceutical education by inculcating moral values and developing highquality pharma professionals.

Mission

To adopt high-quality technical education and training methodologies to foster the spirit of research, innovation, entrepreneurship and contribute to the profession and society.

Program Educational Objectives (PEOs)

PEO 1: To provide comprehensive knowledge of fundamental principles and their applications in the area of Pharmaceutical Sciences and Technology

PEO 2: To produce pharmacy students with strong fundamental concepts and high technical competence.

PEO 3: To introduce discipline, professionalism, team spirit, communication skills, social and ethical commitment to the students

PEO 4: To train the students to contribute towards the health care system and creating awareness about healthcare issues.

About the Institute

The future of the world lies in the advancement of technology in every sphere. In order to fulfill desire to participate in the development of the nation, INDIRA BAHUUDDESHIYA SHIKSHAN SANSTHA, BULDHANA (IBSSB) was formed in the year 1986 with specific aims and objectives, then, a number of institutions have come up under its auspices in the urban and rural areas of Buldhana district of Maharashtra state. Apart from the conventional courses, the society has also started a number of Professional, Vocational, needs based and job-oriented courses. The society thus is not only adding to the existing fund of knowledge but also meeting the special needs of younger generation of today. Realizing the importance of Pharmacy education, IBSSB started the pharmacy college at Malkapur, in Buldhana district, in year 2005-2006 and is currently offering D. Pharm. B. Pharm, M. Pharm, and PhD courses there under.

The Institutes are duly approved by Pharmacy council India New Delhi and affiliated to Sant Gadge Baba Amravati University, Amravati.

Dr. Rajendra Gode College of Pharmacy was found at a time when severe need was felt to have aquality Pharmacy Education and improvement in the Health Care System in the State. Dr. Rajendra Gode College of Pharmacy campus is developed in the area 3 acres with building structure of 5537Sq.M. at Malkapur to facilitate academic and extracurricular activities. Since from beginning, the Dr. Rajendra Gode College of Pharmacy continuously enriched with several not able developments like provision for additional space for Library, establishment of Animal House for experimental skill in the Physiology and Pharmacology, Computer Facilities to touch the new frontiers of communication. These can be enlisted as few amongst so many.

With an objective to be in tune with changing time, several innovative changes have been put in by the institution. Modern infra structural facilities have been provided to regard the organization as "RESEARCH INSTITUTE" in future to touch new horizons of success and to bring laurels to the institution. This encouragement has resulted in an increase in number of candidates registered in Pharmacy each year.

The institution since its inception in 2005-2006 has grown rapidly and consistently marching towards better and brighter future. A milestone on Dr. Rajendra Gode College of Pharmacy's path is moving towards becoming a totally integrated institute in the field of Pharmacy by the student who have made institute to the top of the world. We work for the cause-

"GATEWAY TO GLOBAL KNOWLEDGE" about healthcare issues.

Approvals and Affiliations

Approved by Pharmacy Council of India (PCI), New Delhi Approved by Directorate of Technical Education (DTE), Maharashtra State, Mumbai Affiliated to Sant Gadge Baba Amravati University, Amravati Affiliated to Maharashtra State Board of Technical Education, Mumbai

Courses Offered Diploma in Pharmacy (D.Pharm.) - 60 seats

A shortest course in Pharmacy Education of duration of 2 years conducted by Maharashtra State Board of Technical Education (MSBTE) which is very popular as self-employment and entrepreneurship are concerned.

Bachelor of Pharmacy (B.Pharm.) - 100 seats

A course of duration of 4 years (8 semesters) offering bachelor degree in pharmaceutical education after completion of which students can successfully set their career by choosing any of the fields such as production, quality control, quality assurance, regulatory affairs. marketing as well as whole-sale and retail medical shop. As well can enter to higher education as M.Pharm. or MBA to make sure career opportunities for them.

Master of Pharmacy (M.Pharm.)

The master degree course in pharmaceutical education with specialization which makes one the most eligible candidate to enter a vast area of probabilities of success in the held. One can get easy jobs and very attractive salaries after completion of this course. Moreover, one can put forward an example of what is called nation's pride by conquering success in the field of pharmaceutical research.

M.Pharm. Specializations available at this Institute

Pharmaceutics 09 seats Quality Assurance 09 seats Pharmaceutical Chemistry (15 Seats) Proposed

PhD Research Laboratory

SGBAU, Amravati approved PhD reasearch laboratory with equipped facility available to untertake research in the area of pharamacetutical science.

To yours dynamic approved research supervisor are available while addition three supervision approval is under process. The vacancy chart will be available on SGBAU Website and updated at every academic session. Admission to PhD is as per university norms.

Institutional Facilities

Teaching Faculty

Institute provides a requisite number of highly qualified and experienced teachers in the staff to make it effective and well planned teaching program. Our teachers are consistently involved in activities which are proved very helpful for students of all courses.

Administrative Office

An administrative office at the entrance welcomes you and is always ready to serve all those who need any kind of administrative help. The requisite number of office staff caters for the needs of student and all.

Library

A fully automated library is one of the indispensable needs of a progressive organization and education system. Our library has strived to expand and update its database. Its readily multiplying collection is poised to transform it into an extensive and in-depth treasure of books and National Journals (70) and International Journals (30) on Pharmacy and allied fields. Library also serves a rich reference section of necessary books. The library works for 12 hours every day. The ventilated, spacious reading room makes it a true place for study. In view of allied knowledge and to keep one updated day by day we have subscribed multilinguistic newspapers.







Book Bank

Students can avail number of books on simple deposit basis. The backward category students have free of cost availability of books for study on periodic basis.

Journals and Subscriptions

Class Rooms

The institute has required number of class rooms with large seating capacity. Class rooms are greatly ventilated with audio-visual facilities for advanced teaching. The class rooms are so modified to make teaching a learner-friendly job with advanced interactive board.



Seminar Hall

To support teaching and learning process at Dr. Rajendra Gode College of Pharmacy, we have an air-conditioned seminar hall with seating capacity of 155 students where the interactive sessions and interface with experts from the industries and academic world takes place. This is equipped with audio-visual aids like highly advanced interactive board, LCD, and sound system etc. Eminent personalities of field deliver the lectures.





Computer Laboratory

In the era of Information Technology our institute believes that besides being computer literate, today's pharmacist must be able to a bridge the Information Technology with Pharmaceutical Sciences. The institute has a computer Laboratory equipped with High Configuration machines with high-speed Internet Facility. The institute also possesses CD's on Anatomy and Physiology and allied pharmaceutical subjects.



Training and Placement Cell

The training and placement cell arranges campus interviews, personality development lectures, collection and display of advertisements and for in-plant training during vacations as per requirements of university.

Our Laboratories - at A Glance

Pharmaceutical Dispensing Laboratory

Equipped with different instruments like propellers, agitators, stirrers, water baths, mantles, filling and sealing machines, melting point apparatus, hot plates, oven, desiccators, stability chamber etc. is one truly practical lab for gaining practical experiences.



Pharmaceutical Analysis Laboratory

The lab is housing variety of analytical instruments such as pH meter, conductometer, potentiometer, Carl-Fisher instrument, and spectrophotometer as well numerous analytical glass wares etc to perform analytical testing experiments.



Pharmaceutical Biotechnology Laboratory

One of its own kind equipped with many sophisticated instruments like autoclave, incubators, laminar air flow cabinet, HEPA filters, tissue culture station, Sonicator, electrophoresis apparatus, oven, shaking water bath, micro-centrifuge etc. providing a true facility to understand the subject.



Pharmaceutical Chemistry Laboratory

The laboratory is continuously engaged for various experiments of synthesis of drugs to explore possibilities of finding newer molecules of therapeutic importance. Holds instruments like synthesis assemblies, distillation assembly. microwave ovens, hotplates, oil and water baths, MP apparatus, mantles etc. also contained with chemicals and reagents of practical use.

Pharmacognosy Laboratory

The subject deals with study of crude drugs of plant origin. Their characterization, Extraction methods, isolation of essentials etc. The lab holds various instruments as extraction assemblies, incinerators, heating mantles. grinders, soakers, desiccators etc. Numerous charts showing L.S., T.S. of plants, their morphological appearance are also hanged over.



Anatomy & Physiology Laboratory

Study of anatomy and physiology of human beings is of great importance as far as pharmaceutical sciences are concerned. Here various models showing human anatomical features are kept. Various charts showing different system in human body are displayed.

Pharmacology Laboratory

This subject studies in regards to various animals to test them for activities of different synthetic as well as plant origin drugs. Laboratory is equipped with instruments of prime importance.



Instruments Room

We have one of the richest instrument room in university which holds various sophisticated instruments such as high sensitivity electronic balances, digital pH meter, digital viscometer, dissolution test apparatus, disintegration test apparatus, UV Visible spectro photometer, Shimadzu LC Prominence HPLC with PDA detector, Thermo Fischer ATR (FTIR) instrument, Mettlar Toledo Differential Scanning Colorimeter, Thermo Fischer Gas Chromatography Instrument, Diffusion test

apparatus, Spray dryer, Pelletizer and Spheronizer, Stability Chambers etc. These highly sophisticated and advanced instruments avail research studies on all subjects.

Machine Room

Our machine room is of great standards which houses in it number of machines of pharmaceutical use like Tablet Punching machine, Tablet Coater, Capsule Filling machine, Dryer machine, Tube sealing machine, Bottle Washing machine, Deep Freezer, Steam Distillation unit, Bottle filling machine and sealing machine and so more of practical use. It is a great experience to work inhere to gain valuable knowledge.



Medical Garden

Dr. Rajendra Gode College of Pharmacy is enriched with a blossoming Medicinal Garden having medicinal plants of rare species. The garden is of paramount importance in order to impart a basic knowledge of these medicinal plants in the subject of Phytochemistry.

Animal House

This houses animals like Mice, Rats, Rabbits, Frogs, Guinea pigs to work on them of different experimental studies under the schemes of Pharmacology. Thesis of its own class and standard and is the unique in the university. This has got approval from CPCSEA, Govt. of India.





Museum

Various pharmaceutical finished and packaged formulations, crude drugs, color pictures relating to Anatomy-Physiology, Pharmacognosy, and Biotechnology have been exhibited in presentable manner in the museum to emphasize on their details and importance.

Sports

The college has provided sports facilities for outdoor games such as cricket, football, volleyball, kabaddi, kho-kho etc.as well for indoor games such as table-tennis, carom, chess etc. Students enjoy the facilities provided and also achieve place sand prizes at different levels.



Suggestion Box

A suggestion box is provided to students, teachers and staff for giving thoughtful suggestions for continuous improvement.

Canteen

The college runs a canteen to provide necessary service to students and faculty. The mess facility is also provided in the canteen.



N. S. S.

As a part of service to nation, college under this banner organizes different social service schemes such as blood donation camps, health check-up camps, hospital and community pharmacy-based programme continuously in the Malkapur city as well as in the periphery.



Patient Counseling and Drug Information Center (PC-DIC)

For patient compliance regarding patient illness acute, chronic disorders, BMI, Drug Drug Interaction, Drug Food interaction, ADR, Line of drug treatment, use of antibiotics, analgesics and other side effects of drugs. We provide facilities for outside patients, students and all staff in college premises with first aid and primary counseling to overcome patient compliance.

Students Council

A student's representative council conducts different cultural activities, participation in youth festival, annual social gathering etc. The council has also formed Student's Alumni Association whose able support and guidance helps institute decide and make necessary changes in academics and administration.

Staff Council

A staff council is established as per the regulations of SGBAU to look after the various activities related to students and staff in particular and institution in general.

Guest Room

An executive guest room is available at college campus to facilitate accommodation of guests i.e. examiners, parents of students etc.

Research Laboratory

Undergraduate, post graduate and PhD scholars students use instrumental facilities available at research laboratory. Students undertake research project in their final year and carry out research related activities. The work is published at various conferences and reputed UGC approved journals. These facilities promote and inculcate research base.

Higher Performance Liquid Chromatography (HPLC)

- Shimazu, Japan (Lc-20AD)
- Quaternary System
- UV-Vis and PDA Detector
- Lab Solution



Fourier Transform Infrared Spectroscopy (ATR-FTIR)

- ThermoScientific (Nicoler iS5)
- iD3-ATR- Ge
- OMNIC (v9.2.98)
- Solid, Semisolid and Liquid Samples



Differential Scanning Calorimetry (DSC)

- Mettler Toledo (DSC 1)
- STARe System Software (v12.10)
- Preliminary Evalution
- Glass Tranistion and Interaction



Spray Dryer

- Mettler Toledo (DSC 1)
- STARe System Software (v12.10)
- Preliminary Evalution
- Glass Tranistion and Interaction



Gas Chromatography (GC)

- Thermo Scientific
- Trace 1110
- Robust System for Estimation
- Chrom Card Software

Ultra Violet-Visible Spectrophotometer (UV-Vis)

- Shimazu, Japan
- UV 1800
- UV Prov (v2.34)
- Double Beam



Pilse Mode Ultrasonicator (Probe Sonicator)

- PCI Analitics
- PS 120 W
- Micro and Nanonization
- 1-3 MHZ Vibration with Multilple Size Probe



Viscometer and Flurometer

- Fungi Lab and Elico
- Expert Series and CLS3
- Multiple Modules
- Variable Range of Viscosity Measurement



Dissolution Test

- Electro Lab
- TDT 08 L
- In-vitro Dissolution System
- Dissolution of Multiple Dosage Forms



Other Facilities

- Stability Chamber (REMI Instruments)
- Table Compression (Chamunda)
- Teflon Lined Autoclave with HighTemperature System
- Highly Skilled Professionals and Consultancy Services

Admission Details

As per the regulations of Directorate of Technical Education(DTE), ARA-GovernmentMaharashtra and Maharashtra State Board of Technical Education(MSBTE), Candidate swilling to secure admission to any of the following courses will have to fulfill the eligibility criteria mentioned there under and undergo Centralized Admission Process (CAP) by the competent authority. The admission cell at DRGCOP, Malkapur assigned activities as per the scheduled given government authorities.

Admission Procedure

Admission to D. Pharmacy, B. Pharmacy, Direct Second year and M. Pharm are strictly done as per the rules and regulations of Government of Maharashtra and Director of Technical Education. These guidelines will be available on the website of the institute www.drgcop.co.in as and when published by concerned authorities.

Fees Structure

The annual Tuition Fees and other fees shall be as prescribed by the Fees Regulating Authority, Government of Maharashtra.

The admitted candidates will have to pay the fees in a single installment at the time of admission. No part Payment shall be accepted.

Fees should be paid before 31" December, pendency in any case shall be resolved at office level.

Al the fees should be paid in cash or by demand draft drawn on any scheduled bank in favor of "The Principal, Dr. Rajendra Gode College of Pharmacy, Malkapur.

Concession in Fees

1) Concession to candidates belonging to SC/ST/VJ/NT/SBC category

The candidates belonging to SC/ST/VJ/NT/SBC category will get 100% concession in Tuition Fees. They will have to pay only the University Fee.

The candidates belonging to Other Backward Class category will get S0 % concession in Tuition Fees. They will have to pay the remaining fees by their own.

The candidates belonging to Economically Backward Class category also can avail the benefits of concession in This: concession in Tuition Fees as per the regulations of Government of Maharashtra.

NOTE: All of the above-mentioned concessions are applicable only after the fulfillment of required documents. These concessions are applicable only after the fulfillment of the state of t documents. These concessions are governed by the rules and regulations of the Maharashtra State and are subject to charge. and are subject to change. The Institute is not concerned to these concessions in any manner.

Refund of Fees after cancellation of admission

The candidates who have been provisionally admitted may cancel admission by submitting application in the prescribed Performa and may request for refund offers. The refund fees application shall be made in due course. It is made clear that such application for cancellation will be considered, on if the admission is taken provisionally by paying the prescribed fees and by submitting the original documents as mentioned in rules. Refund of fees shall be made after deduction of the cancellation charges.

Brilliance of RGCOP GPAT Crackers



Indira Bahuuddeshiya Shikshan Sanstha, Buldhana EXECUTIVE COMMITTEE (EC)

1	Shri. Yogendraji Rajendra Gode	President
2	Ms. Sonali Haribhau Dikey	Vice-President
3	Ms.Tanvi Yogendra Gode	Secretary
4	Smt. Ushatai Rajendra Gode	Treasurer
5	Shri. Madharao Sadashiv Mhaske	Joint Secretary
6	Smt. Indiratai H. Dikey	Member
6	Smt. Indiratai H. Dikey	Member



COLLEGE DEVELOPMENT COMMITTEE (CDC)

,	Cl. : V	D - 114
1.	Shri. Yogendraji Rajendra Gode	President
2.	Sau. Sonalitai Y. Gode	Member
3.	Dr. P. K. Deshmukh	Member/ Secretary
4.	Shri. Rajendraji Pande	Member-Social Service
5.	Shri Dipak Rathi	Member-Industry
6	Prof. R.R. Popat	Member Education
7.	Shri Ravi Ingle	Member-Industry
8.	Dr. V.S. Adhao	IQAC Co-ordinator
9.	Dr. R.R. Thenge	Member- UG Department
10.	Dr. P. P. Chinchole	Member- PG Department
11.	Prof.M. W. Babhulkar	Member- UG Department
12.	Prof J.P. Ambhore	Member- PG Department
13.	Mr. M.E. Itape	Member- Non Teaching
14	President, Student council	Member
15	Secretary, Student council	Member

LIFE AT DRGCOP ...















LIFE AT DRGCOP ...

















LIFE AT DRGCOP ...















Faculty Achievements

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Job Opportunities after Pharmacy Education

• Government Sector :

- Drug Commissioner (State Govt.)
- Drug Controller (Central Govt.)
- Drug Analyst in Govt. Laboratories
- Drug Inspector, Food Inspector
- Viz. Railway, Defense
- Pharmacist in Govt. Hospital
- Viz. Primary, Civil and Rural Health Centre

Academic Scope

- Higher Education Master Degree
- Lecturer, Trainer for Medical Representative
- Trainer for Educational Institute
- Consultant for Institute/Organization
- Competitive Exam. Viz... UPSC, MPSC, CSIR/NET, GRE.

Business / Enerprenurship

- Own Pharmaceutical Product Manufacturing Unit
- Small Scale Unit
- Pharmaceutical Product Marketing Unit
- Medical Store, Wholesaler, Distributor
- Research Scientist
- Drug Regulatory Affairs and IPR
- PMT, Medical Representative (MR)

Pharmaceutical Industry

- Production QA/Q
- F& D
- R&D

Private Sector

- Pharmacist in Private Sector
- Viz. Airport, Hospital Shipping
- Employee in Chain Medical Store
- Head Pharmacist in Hospital
- Pharma Consultant
- Clinical, Preclinical Trials, Analyst

Journalism

- Medical Transcription
- Manuscript Writing
- Research Journal Editing and Publishing

Important Academic Rules

- 1. Every student should always carry personal identity card issued by the institute.
- 2. College Uniform is also compulsory which shows harmony among students.
- 3. As per the university norms 75 % attendance in theory and tutorial, completion of term work is compulsory Students having less than 75 % of attendance will be detained (they will not be allowed to appear for examination)
- 4. Students are not permitted to form any association, society and organization in college premises.
- 5. It will be the duty of the students to read notices regarding rules, regulation and schedule for the activities like submission of examination form, starting of classes etc. on notice board/website daily.
- 6. Every association / club/ council / organization etc. shall be formed under the sponsorship of the college under the privilege of a faculty member nominated by the principal. Student shall obtain relevant notices applications etc only through the faculty.
- 7. Institution runs teacher guardian scheme. All the students must contact and attend weekly meeting with their respected teacher guardian. parents must also be in touch with the teacher guardian.
- 8. Mass absence from classes (common off) will be seriously viewed.
- 9. All the students are advised to visit college websitewww.drgcop.co.in dailyto know forth coming events, notices etc.

Action Against Ragging.....

Maharashtra Prohibition of Ragging Act 1999 which is in effect from 15 May 1999 has the following provisions for action against Ragging.

- a) Ragging within or outside of any educational institution is prohibited.
- b) Those whoever directly or indirectly commits, participates in, abets, or propagates ragging within or outside any educational institution shall, on conviction, be punished with imprisonment for a term up to 2 years and/orpenalty which may extend to Ten Thousand Rupees.
- c) Any student convicted of an offence of ragging shall be dismissed from the educational institution and such student shall not be admitted in any other educational institute for a period of5 years from the date of order of such dismissal.
- d) Whenever any student or, as the case may be, the parent or guardian or teacher of an educational institution complaints, in writing, of ragging to the head of educational institution, the head of the educational institution shall, without prejudice to the foregoing provision, within seven days of the receipt of complaint, enquire into the matter mentioned in the complaint and if, prima facie, it is found true, suspend the student who is accused of the offence, and shall immediately forward the complaint to the police station having jurisdiction over the area in which the educational institute is situated, or further action. Where, on enquiry by the head of the educational institution, it is found that there is no substance, prima facie, in the complaint received; he/she shall intimate the fact, in writing, to the complainant. The decision of the head of institution shall be final.
 - e) If the head of the educational institution fails or neglects to act in the manner specified in section "d" above when a complaint of ragging is made, such person shall be deemed to have abetted the offence and shall, on conviction, be punished as provided for in section "b' above.





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