

EKLAVYA DENTAL COLLEGE & HOSPITAL

Where Knowledge Meets Precision

Run by Raman Educational Society (Estd. 1998)

Approved by Dental Council of India & Govt. of Rajasthan

Affiliated to Rajasthan University of Health Sciences (RUHS), Jaipur

NH-48, Delhi-Jaipur Highway, Kotputli-Behror, Rajasthan - 303108

STUDENT HANDBOOK & RULE BOOK FOR B.D.S. PROGRAM

Batch / Year: 20026-27

TABLE OF CONTENTS

1. Duration of Course	Page 01
2. Subjects of Study (RUHS & DCI Syllabus)	Page 01
3. Fee Payment & Financial Guidelines	Page 03
4. Academic Attendance Policy	Page 04
5. Criteria for Passing & Promotion	Page 04
6. General Conduct & Campus Decorum	Page 05
7. Disciplinary Protocol & Anti-Indiscipline Rules	Page 06
8. Dress Code & Professional Grooming Standards	Page 06
9. Central Library Rules	Page 07
10. Hostel Rules, Regulations & Guidelines	Page 08
11. Handling of College Property	Page 10
12. Ragging: Strict Prohibition & Prevention Rules	Page 11
13. University & Internal Examination Rules	Page 13
14. Clinical Posting Guidelines & Sterile Protocol	Page 14
15. Batch Co-ordinators & Student Mentorship Program	Page 15
16. Internal Women Cell (Prevention of Sexual Harassment)	Page 15
17. List of Holidays (State & National)	Page 16
18. Tentative First Year Academic Calendar	Page 17

19. Feedback, Suggestions & Grievance Redressal	Page 18
20. Overview of Eklavya Group of Institutions	Page 18
21. Appendix A: Declaration by the Student	Page 19
22. Appendix B: Undertaking Against Ragging	Page 20
23. Appendix C: Declaration & Undertaking by the Parent/Guardian	Page 21

1. DURATION OF COURSE

The undergraduate dental training program, leading to a Bachelor of Dental Surgery (B.D.S) degree, spans 4 academic years plus 1 year of Compulsory Rotatory Internship (4+1). During this intensive 5-year curriculum, students must engage in full-time study as resident-scholars of Eklavya Dental College & Hospital. No part-time tracking, external employment, or parallel educational enrollments are allowed during the entire course term.

2. SUBJECTS OF STUDY (RUHS & DCI SYLLABUS)

Year-wise Distribution of Syllabus:

First Year (Pre-Clinical & Basic Sciences): General Human Anatomy including Embryology and Histology; General Human Physiology & Biochemistry, Nutrition and Dietetics; Dental Anatomy, Embryology and Oral Histology; Dental Materials; Pre-clinical Prosthodontics.

Second Year: General and Dental Pharmacology and Therapeutics; General Pathology & Microbiology; Dental Materials; Pre-clinical Prosthodontics; Pre-clinical Conservative Dentistry; Pre-clinical Orthodontics; Oral Pathology & Microbiology.

Third Year: General Medicine; General Surgery; Oral Pathology and Oral Microbiology; Conservative Dentistry & Endodontics; Oral & Maxillofacial Surgery; Oral Medicine & Radiology; Orthodontics & Dentofacial Orthopaedics, Paediatric & Preventive Dentistry; Periodontology; Prosthodontics & Crown and Bridge; Public Health Dentistry.

Fourth Year (Clinics & Main Exam Subjects): Oral Medicine & Radiology; Paediatric & Preventive Dentistry; Periodontology; Orthodontics & Dentofacial Orthopaedics; Oral & Maxillofacial Surgery; Prosthodontics & Crown and Bridge; Conservative Dentistry & Endodontics; Public Health Dentistry.

Official Exam-Going Subjects per Academic Year (RUHS University Layout):

First Year University Exams:

1. General Human Anatomy including Embryology and Histology
2. General Human Physiology & Biochemistry
3. Dental Anatomy & Oral Histology

Second Year University Exams:

1. General Pathology & Microbiology
2. General and Dental Pharmacology and Therapeutics
3. Dental Materials
4. Pre-clinical Prosthodontics (Practical & Viva only)
5. Pre-clinical Conservative Dentistry (Practical & Viva only)

Third Year University Exams:

1. General Medicine
2. General Surgery
3. Oral Pathology and Oral Microbiology

Fourth Year University Exams:

1. Oral Medicine & Radiology
2. Paediatric & Preventive Dentistry
3. Periodontology
4. Orthodontics & Dentofacial Orthopaedics
5. Oral & Maxillofacial Surgery
6. Prosthodontics & Crown and Bridge
7. Conservative Dentistry & Endodontics
8. Public Health Dentistry

3. FEE PAYMENT & FINANCIAL GUIDELINES

No student is permitted to withdraw from the BDS program mid-term without depositing the full prescribed tuition and institutional fee for the entire remaining course duration. No refund of fees already paid is permissible under any circumstances. In case of fee revisions mandated by the Dental Council of India (DCI), state regulatory boards, or the Rajasthan University of Health Sciences (RUHS), the updated fee slabs will become immediately binding and applicable on all current batches (Hostel & Mess fee only).

Payment Deadlines, Surcharges & Re-Admission Protocols: Fee to be deposited by students for every Academic Session in advance in the month of June. Otherwise, a Rs. 100/- per day fine will be applicable for the 1st Month. After the 1st month, it will be escalated to Rs. 200/- per day. If dues remain unpaid after the 3rd month, a formal Re-Admission Fee of Rs. 5000/- will be imposed automatically.

Hostel Fee Security Deposit Policy: A hostel fee security deposit rate of Rs. 50,000/- is charged at the time of initial allotment. This security deposit amount is fully refundable at the time of internship completion. Students are strictly required to preserve their physical payment receipt safely, as presenting the original deposit receipt is an absolute mandatory condition for processing the refund upon finishing the internship term.

Direct Bank Account Details for Fee Deposit (RTGS / NEFT / IMPS):

Financial Component	Institutional Value / Details
Account Name	EKLAVYA DENTAL COLLEGE & HOSPITAL
Bank Name	AU SMALL FINANCE BANK
Branch Name	KOTPUTLI, RAJASTHAN
A/C Number (RTGS/NEFT)	2121219732169353

IFSC Code	AUBL0002197
Demand Draft Instruction	In favor of 'Eklavya Dental College & Hospital' payable at Kotputli, Jaipur.

4. ACADEMIC ATTENDANCE POLICY

A minimum of 75% attendance in both Theory and Practical/Clinical classes separately across all subjects (calculated at the academic year-end) is an absolute mandatory prerequisite to be eligible for university exams.

A minimum of 70% attendance in non-exam going pre-clinical components is mandatory to qualify for promotion to the subsequent year.

Severe attendance shortage below the stipulated margins will automatically make the student INELIGIBLE to write any RUHS University examinations, and no condonement requests will be entertained on personal or medical grounds if the core percentage falls below statutory benchmarks.

5. CRITERIA FOR PASSING & PROMOTION

Passing Marks: A minimum of 50% aggregate score in any subject combining theory (written paper, viva voce, internal evaluation) and practical/clinical (university practical exam + internal assessment) evaluated separately is required to declare a student passed.

Promotion Limit: Students failing in more than one subject in the annual exams will not be promoted to the next academic tier and must repeat the entire term in the same class as per regulatory protocols.

Maximum Degree Clearance Timeline: Under official RUHS and DCI guidelines, a student must clear all clinical and basic subjects of the 4-year BDS program within a maximum timeframe of 9 years from the initial date of admission, including the 1-year rotatory internship, failing which they will be permanently discharged from the course.

6. GENERAL CONDUCT & CAMPUS DECORUM

- Students must wear their official Eklavya Dental College & Hospital identity cards visibly at all times within the campus. Security personnel are authorized to deny entry to students lacking valid ID cards.
- Mutual respect, civil behaviour, and high moral integrity are expected. Students must maintain absolute cooperation with peers, clinicians, institutional administrative officers, and support staff.
- Use of abusive language, offensive gestures, or activities that hurt cultural, regional, or religious sentiments is strictly punishable and may lead to suspension.
- Students are required to stay within college premises during academic/clinical hours. Leaving campus during regular college hours requires explicit written permission from the respective HOD or Year Coordinator.

- Students should vacate the main classroom corridors immediately after lectures and are discouraged from loitering in public squares, pathways, or canteens during active lecture and clinical posting hours.
- Students must not enter into any private monetary or material transactions with teaching, hospital, or non-teaching staff, nor offer gifts or gratifications of any form.
- Students may be elected or nominated to various administrative student bodies such as the Sports Board, Library Committee, Mess Board, or Hostel Committee to represent their peers responsibly.
- Absolute Prohibition of Intoxicants: Possession or consumption of alcohol, smoking, vaping, chewing betel/tobacco, or abusing narcotics anywhere within campus/hostels is strictly forbidden. Any violation will attract an immediate spot fine of Rs. 5000/-, alongside potential expulsion from hostels or suspension from academic terms.
- Mobile Phone Prohibitions: Mobile phones are strictly barred inside lecture halls, laboratories, hospital clinics, and the central reading room. Violating this will result in immediate confiscation of the device and a flat fine of Rs. 1000/-.
- Students must maintain impeccable environmental hygiene. Garbage and biomedical waste must only be disposed of in designated waste bins across campus corridors and clinics.
- Parking: Designated parking spaces are available outside the primary gates at the 'Owner's Risk'. Students must secure their vehicles. The college bears no liability for structural losses, damage, or thefts.

7. DISCIPLINARY PROTOCOL & ANTI-INDISCIPLINE RULES

The following acts are recognized as severe infractions and will trigger an immediate formal inquiry by the college Disciplinary Board, potentially leading to formal suspension, financial penalties, or rustication:

1. Willful violation of standard institutional regulations or insubordination toward faculty members.
2. Resorting to unfair means, cheating, talking, or copying during academic assessments and class tests.
3. Property damage, verbal abuses, physical assaults, or threatening behaviour toward any student or staff member.

Note: Institutional representatives and flying squads reserve the absolute right to conduct surprise searches of hostel blocks, personal rooms, bags, or lockers anytime without prior warning.

8. DRESS CODE & PROFESSIONAL GROOMING STANDARDS

All students must arrive in clean, neatly pressed, prescribed college uniforms when attending classes, clinics, library, laboratories, or official institutional activities.

Footwear: Boys must wear formal black/brown leather shoes. Girls are required to wear formal closed-toe shoes or robust sandals.

Grooming Rules: Short, well-trimmed nails without nail polish are mandatory for clinical hygiene and cross-infection control. Female students are required to braid their hair or tie it in a clean, tight bun to avoid workspace contamination.

Casual Wear Exclusions: Casual clothing (Jeans, T-shirts, athletic canvas shoes, loose sandals, leggings, or sports garments) is strictly disallowed during regular weekdays.

Hair & Shaving: Male students must remain clean-shaven with trimmed, neat hairstyles. Beards, long hair, spikes, or colored streaks are strictly not allowed unless backed by valid religious exemptions verified during admission.

Body Art & Piercings: Visible body piercings (except conservative ear piercings for female students) and visible tattoos are strictly barred inside the professional campus area.

9. CENTRAL LIBRARY RULES

The Eklavya Central Library features an expansive 5,000 sq ft learning zone with a dedicated reading hall accommodating over 200 students. It maintains a total inventory of over 10,200 volumes and subscribes to prominent international and national dental journals.

Operating Hours: Summer Timings: 8:30 am to 10:00 pm (Mon to Sat) | Winter Timings: 8:30 am to 9:00 pm (Mon to Sat) | Sunday Reading Hours: 9:00 am to 6:00 pm.

Library Membership & Circulation Rules: Students can obtain their library cards by submitting 1 passport-size photo to the Librarian. A BDS member can check out a maximum of three (3) standard textbooks for up to 7 calendar days. Magazines, journals, and scientific periodicals are issued strictly for local reference or photocopying (capped at 30 minutes).

Reference Books: Designated high-value reference texts are primarily for reading room reference. Overnight lending is allowed only from 4:00 pm, with returns strictly due by 9:30 am the following day.

Late Returns & Asset Damage Fines Structure:

Standard Overdue Charge	Rs. 5 per day for the first two days, escalating to Rs. 10 per day thereafter.
Reference Book Overdue	Rs. 100 per day.
Periodical / Magazine Overdue	Rs. 50 per day.
Replacement Card	Rs. 50 will be charged for duplicate ID/library cards.
Loss of Book	The student must replace the same edition of the lost text. In addition, binding charges and standard fine rates will apply. If the title is out of print, a penalty equal to double the current market value or original cost (whichever is higher) will be levied. Loss of a volume from a set will require payment for the entire set unless individual replacement is viable.

10. HOSTEL RULES, REGULATIONS & GUIDELINES

Eklavya Dental College and Hospital provides secure, well-ventilated, and separate hostel blocks surrounded by lawns and gardens inside the safe perimeter of the Kotputli campus. Residency is subject to strict behavioral compliance.

Warden Clearances & Weekend Leaves: Hostel residents are allowed to stay with local guardians on weekends/holidays only upon written verification or telephonic validation from parents. Parents must submit local guardian information along with photographs to the hostel warden during admission. Residents can visit approved local guardians or parents only with the warden's written approval, submitted 24 hours in advance.

Hostel Security Deposit & Receipt Management: A formal hostel security deposit rate of Rs. 50,000/- is charged from all hostellers upon admission. This specific fee component is refundable at the time of internship completion. The structural physical receipt must be kept safely by the student at all times; refunds cannot be initiated or processed by the accounts office without the production of the original payment receipt.

Travel Restrictions: Students are allowed to go home only when the college registers a minimum of three (3) consecutive official holidays. Hostel residents cannot reside at home to commute during regular college working days without official written approval from the Principal.

Visitor Protocols: Authorized visitors are permitted to meet hostellers only between 4:00 p.m. and 6:00 p.m. inside the visitor's lounge. Visitors must log their personal details, phone numbers, and vehicle details with hostel security.

Short Leaves / Outings Schedule Constraints:

Category	Summer Window (3:00 PM onwards)	Winter Window (3:30 PM onwards)
1st & 2nd Year Boys	3:00 pm to 6:00 pm (Max 1.5 hrs)	3:30 pm to 5:00 pm
3rd, 4th Year & Intern Boys	3:00 pm to 7:00 pm	3:30 pm to 7:00 pm
BDS Girls (All Years)	3:00 pm to 6:00 pm	3:30 pm to 5:00 pm

Hostel Gates Locking Time: Main gates lock strictly at 7:00 pm for the Girls' hostel and 10:00 pm for the Boys' hostel. Library readers can extend staying up to 8:00 pm under valid authorization passes.

Academic Hours Attendance: Staying in hostel rooms during academic/clinical hours (9:00 am to 3:00 pm) is strictly prohibited unless supported by valid medical certificates or written approval from batch coordinators.

Appliances Restriction: Using private electrical heaters, kettles, irons, or heavy music decks is strictly prohibited. Air conditioners, fans, and lights must be switched off when exiting. Defaulters will face penalties and instrument seizure.

Hygiene & Guests: Room hygiene is the sole responsibility of the occupants. The administration reserves the right to reallocate rooms or conduct surprise inspections at its discretion. Wasting mess food is strictly discouraged. Day scholars and external guests are strictly forbidden from staying overnight in hostel rooms. Violators will be fined Rs. 2,000/- per instance.

Medical Infrastructure: The college health center covers primary and emergency first-aid treatments. Comprehensive medical costs for secondary/tertiary hospital visits must be borne by the student. Chronic illnesses requiring extensive medical support may lead to temporary suspension of hostel privileges.

Prohibitions: Under-campus parties, political events, union gatherings, and unauthorized get-togethers are strictly prohibited. Possession or consumption of alcohol, tobacco products, and illicit substances will lead to immediate expulsion from both the hostel and the BDS course.

11. HANDLING OF COLLEGE PROPERTY

Students must protect campus infrastructure. Tearing, writing on, or defacing textbooks, journals, charts, anatomical models, dental chairs, or phantom heads is jaggedly prohibited. Defaulters will be liable for the full replacement cost plus punitive fines.

Signage: No posters, pamphlets, or signs can be pasted inside the college or hospital buildings without written approval from the Principal.

Financial Accountability: If a student receives institutional funds for organizing events, symposiums, or sports tournaments, they must submit fully audited records with verified invoices within 24 hours of task completion to the admin desk.

12. RAGGING: STRICT PROHIBITION & REDRESSAL

"Any act of physical or mental abuse, bullying, or intimidation of freshers is a criminal offense as per Supreme Court directions." – Raman Educational Society Mandate

Eklavya Dental College maintains a strict zero-tolerance policy for ragging. Anyone caught participating in, encouraging, or abetting ragging will face stringent penalties, including:

- Immediate cancellation of admission and rustication from the BDS program.
- Immediate eviction from the college hostels.
- A severe fine of up to Rs. 25,000/-.
- Debarment from exams, scholarships, and academic events.
- Deduction of general proficiency score.
- Filing of a formal First Information Report (FIR) with the local police station in Kotputli.

Note: If the individual culprits of a ragging incident cannot be identified on the spot, collective punishment will be applied to the entire group or batch present at the location to enforce mutual responsibility.

ANTI-RAGGING COMMITTEE MEMBERS LIST

S.No.	Name / Representative	Designation / Role	Contact Number
1	Mr. Mohit Kumar	Office Executive	7500576317
2	Dr. Nitul Jain	Professor	9354607134
3	Dr. Parul Mehta	Professor	8130863390
4	Dr. Abhishek Sharma	Professor	8118826311
5	Mr. K. D. Sharma	Ex Reader to ADM Kotputli	9829965705
6	Mr. Mohit Sharma	Supervision	9911727273
7	Mr. Raj Kumar Garg	Journalist	9887353466
7	SHO Kotputli	Police Administration Rep	9530427826

ANTI-RAGGING SQUAD (ROUND-THE-CLOCK SURVEILLANCE)

Squad Group	Duty Window
Girls Hostel Squad	Hostel Warden - Girls / Night Guard
Boys Hostel Squad	Hostel Warden - Boys / Night Patrol
Academic Blocks Squad	Mr. Mohit Sharma 9911727273

13. UNIVERSITY & INTERNAL EXAMINATION RULES

Internal Assessments are conducted three times every academic year. Students failing to score satisfactory aggregate marks (minimum 50%) in these institutional internal tests can be detained from appearing in the final RUHS university examinations.

Unfair Means: Any attempt to cheat, look around, carry unauthorized chits, or use unfair means during examinations will result in immediate disqualification, cancellation of the entire paper series, and a suspension for up to one academic year.

Search Authority: Invigilators and exam superintendents have absolute legal authority to search candidates. Refusing an inspection or body search will result in immediate debarment from the examination hall.

Timings & Code: Candidates must take their seats in the examination hall at least 15 minutes before the exam begins. Only candidates with valid admit cards and institutional identity cards are allowed inside. No candidate can leave the hall until the core exam duration ends. No food or personal drinks are allowed in the exam hall.

Division of Marks (RUHS Evaluation Structure):

Each course subject is evaluated out of a total of 200 marks divided equally between Theory and Practical branches (Theory: 100 Marks, Practical: 100 Marks).

Evaluation Branch	Component Detail	Max Marks Allocation
Theory (100 Total)	Written University Paper Exam	70 Marks
Theory	Viva Voce Examination	20 Marks
Theory	Institutional Internal Assessment Score	10 Marks
Practical (100 Total)	University Core Practical Session	90 Marks
Practical	Institutional Internal Assessment Score	10 Marks

14. CLINICAL POSTING GUIDELINES & STERILE PROTOCOL

Clinical postings begin actively in the third BDS academic year under direct clinical faculty supervision. Students must interact with patients with the highest degree of medical empathy.

Students must wear their prescribed, immaculate uniforms, a clean white clinical full-sleeve apron, and their physical name badges clearly pinned. Sloppy presentation will lead to immediate loss of daily clinical credits.

Patient Decorum: Professional communication with patients and senior support staff is mandatory. Abusive, lackadaisical, or negligent behavior will result in immediate suspension from clinics.

Sterile Protocol: Nails must be kept shortly trimmed, and no nail paint/extensions are allowed. Hair must be neatly tied back in a secure bun. No rings, heavy metallic bangles, bracelets, or wristbands are allowed on the hands during clinical procedures to strictly satisfy institutional sterilization, asepsis, and infection control rules.

15. BATCH CO-ORDINATORS & STUDENT MENTORSHIP PROGRAM

To ensure structured academic monitoring and personalized guidance, each BDS batch is assigned a dedicated senior faculty member acting as the Batch Co-ordinator. The co-ordinator serves as the primary liaison between students, parents, and the central college administration, managing daily class attendance rosters, academic performance tracking, and clinical logging.

Complementing this, the institutional Student Mentorship Program pairs small sub-groups of students with an assigned faculty mentor. This system provides a confidential platform for regular academic evaluation, career counseling, stress management, and mental health support, ensuring a smooth transition into the professional clinical dental ecosystem.

16. INTERNAL WOMEN CELL (PREVENTION OF SEXUAL HARASSMENT)

In strict compliance with POSH (Prevention of Sexual Harassment) Regulations and University Grants Commission guidelines, Eklavya Dental College maintains an active Internal Women Cell to guarantee a secure, dignified, and supportive environment for all female students, staff, and faculty members.

Chairperson: Dr. Meetu, Professor & Head.

Contact Channel: Contact: +91-9810071608 | Email: eklavyaa@hotmail.com

Cell Members: Senior female clinical faculty representatives, student nominees, and independent external legal counsel. Any grievances filed will be addressed with absolute confidentiality, and complete time-bound inquiries will be conducted within structural mandates.

17. LIST OF HOLIDAYS (STATE & NATIONAL)

The institution observes the following gazetted and state holidays each calendar term. Clinical postings for interns may operate on special roster adjustments during emergency protocols:

• New Year's Day	• Makar Sankranti
• Republic Day	• Maha Shivratri
• Holi / Dhulendi	• Ram Navami
• Mahavir Jayanti	• Ambedkar Jayanti
• Eid-ul-Fitr	• Raksha Bandhan
• Independence Day	• Janmashtami
• Ramdev Jayanti	• Gandhi Jayanti
• Dussehra	• Deepawali / Govardhan Pooja / Bhai Dooj
• Guru Nanak Jayanti	• Christmas Day

18. TENTATIVE FIRST YEAR ACADEMIC CALENDAR

The following timeline outlines the structural milestones for the incoming First-Year BDS batch. Exact dates are subject to University notifications:

Academic Term Milestone	Expected Timeline / Window
Commencement & Orientation Induction	Month 1 (Session Beginning)
First Internal Assessment Exams	Month 4
Winter Vacation Closure	Month 6 (Mid-Term Breakdown)
Second Internal Assessment Exams	Month 8
Pre-University Sent-Up Examinations	Month 10
University Preparatory Leave Bracket	Month 11
RUHS Main Board University Written & Practical Exams	Month 11 - Month 12
Annual Term Break / Internship Roster Resets	Month 12 (Session Close)

19. FEEDBACK, SUGGESTIONS & GRIEVANCE REDRESSAL

We encourage students and parents to provide active feedback or report immediate academic/hostel concerns to help maintain a premier educational ecosystem:

General Suggestions Matrix: feedback@eklavya.ac.in

Grievances & Administrative Complaints: complaints@eklavya.ac.in

Escalation Channel: Unresolved critical issues can be formally escalated via written email to the Secretary of the Raman Educational Society at secretary@eklavya.ac.in. All complaints will be kept strictly confidential, protecting the student's status.

20. OVERVIEW OF EKLAVYA GROUP OF INSTITUTIONS

The Eklavya Group offers several top-tier professional courses under the central management of the Raman Educational Society (Estd. 1998):

- **Eklavya Dental College & Hospital (Kotputli):** Established in 2004. Offers Bachelor of Dental Surgery (BDS) program – DCI Approved, with an intake capacity of 50 seats annually. Features premium hospital infrastructure for public healthcare.
- **Eklavya Pharmacy College (Kotputli):** Offers Diploma in Pharmacy (D.Pharm) – Pharmacy Council of India (PCI) Approved.

21. APPENDIX A: DECLARATION BY THE STUDENT

I, _____, son/daughter of Sh. _____, having been admitted to the B.D.S. Program (Batch _____) at Eklavya Dental College & Hospital, Kotputli, hereby solemnly declare and undertake that:

1. I have carefully read, understood, and accept all the rules, terms, regulations, and institutional codes of conduct detailed in this Student Handbook & Rule Book. I pledge to strictly abide by them throughout my tenure as a student.
2. I understand that maintaining a minimum of 75% attendance in both Theory and Practical/Clinical classes separately across each subject is a mandatory prerequisite for appearing in the RUHS University Examinations. I accept that I will be detained without exception if I fail to secure this margin.
3. I commit to clearing all my academic fee installments, hostel dues, and library penalties on time as per the announced deadlines, and I agree to pay any late daily surcharges or accept administrative action if I fail to comply.
4. I will maintain high standard professional grooming, wear the prescribed college uniform neatly, follow clinical sterile protocols, and avoid bringing restricted mobile devices into active lecture/clinical spaces.
5. I understand that any breach of discipline, damage to college asset infrastructure, or unethical behavior in the clinics will make me liable for strict disciplinary action, including fines, suspension, or permanent rustication.

Date: _____

Place: _____

Full Signature of the Student

22. APPENDIX B: UNDERTAKING AGAINST RAGGING

As per the direct mandate of the Hon'ble Supreme Court of India, University Grants Commission (UGC), and the Dental Council of India (DCI), ragging is a cognitive, highly punishable criminal offense.

I, _____, Roll No. / Batch _____, student of BDS Program at Eklavya Dental College & Hospital, do hereby execute this solemn undertaking:

1. I will not participate in, support, abet, or practice any form of ragging—whether physical, verbal, mental, or psychological—against any fresher or fellow student inside or outside the college campus, clinics, or hostel premises.
2. I will not cause any physical assault, mental trauma, use abusive language, or engage in intimidating behavior that impacts the dignity or psychological peace of freshers.
3. I am fully aware that if I am found guilty of participating in or encouraging ragging activities, I shall be liable for immediate rustication from the BDS program, eviction from the hostel, a financial penalty up to Rs. 25,000/-, and legal prosecution via an FIR filed with the Kotputli Police Administration.
4. I agree that if individual culprits cannot be pinned down, collective institutional punishment will be applied to all students present at the spot of the infraction.

Date: _____

Witness Name: _____

Full Signature of the Student

23. APPENDIX C: DECLARATION & UNDERTAKING BY PARENT / GUARDIAN

I, _____, Father / Mother / Guardian of _____, who has been admitted to the BDS Course at Eklavya Dental College & Hospital, Kotputli, do hereby declare and solemnly state that:

1. I stand fully responsible for the regular academic attendance, moral conduct, and strict discipline of my ward during their entire period of study at this institution.
2. I have carefully checked the financial fee structures and payment schedules. I undertake to pay the annual institutional tuition fees, hostel charges, and other regulatory deposits punctually before the deadlines. I accept that late fees or suspension from classes will apply in case of delay.
3. I agree that my ward will not be allowed to withdraw mid-term without paying the complete course fees for the remaining years, and no refund claims will be requested by me.
4. I fully authorize the college management to take any necessary disciplinary or academic action against my ward (including detention from RUHS board examinations) if their attendance drops below 75% or if they fail to qualify in the internal sessional examinations.
5. I endorse that the institution maintains a strict zero-tolerance policy against ragging, mobile infractions, and intoxicants, and I will fully back the administration's choice if my ward violates these critical protocols.

Full Name of Parent: _____
Permanent Address: _____
Contact Mobile Number: _____
Emergency Phone Alternative: _____

Full Signature of the Parent / Guardian