

Undertaking

I S/D/O Students of BCA/BBA/PGDCA
Semester of College do hereby undertake to abide
by the following rules and regulations during the entire period of training.

Rules and Regulations for training

- The student shall abide by the rules and regulations set forth by the company/organization where s/he is undergoing for the training (to be provided by the organization).
- The student should wear the appropriate dress code as specified by the training institute.
- The student is expected to submit reports and assignments on time as stipulated by the Trainer.
- The student should observe punctuality and attendance in reporting to his/her assigned training area.
- The student should not indulge in practices / activities, which may endanger their own personal safety as well as others.
- Students will carry with them One Bed sheet and Pillow.
- The student is responsible for any damage to the property in the room during his / her occupancy of that room. In case of damage or loss, the cost will be recovered from the students responsible for such damage or loss.
- The student is expected to be in the place of stay/PG before 7.00 p.m.(for girls) and 8.00 p.m. (for boys). No student will be allowed to stay away from their PG/place of stay.
- For out station OJT, the cost of travel from college to venue of internship and return will be borne by college.
- S/he should not engage in gambling, illicit activities, drinking intoxicating, beverages and related activities while at place of work or PG/place of stay.
- In case of sudden illness or any difficulty arising at the training/ staying venue, the information should be given to concerned college.

The parents/guardian shall co-sign the undertaking to manifest approval or consent to the training of their child.

Signature of Parent/Guardian

Signature of Student

Verified by Coordinator

Countersigned by Principal

Name of the Coordinator

Name of the Principal