



Student General and Academic Rules and Procedures

General Conduct of Students

- Students attending lectures, tutorials, meetings, examinations, certificate awarding ceremonies and other formal activities of the College should wear appropriate dress acceptable to the College.

In particular the following are not allowed in College or any formal function held by College

- Clothing with vulgar or unacceptable graphics or texts,
- Ripped pants, shirts or tops
- For Boys wearing of shorts and Singlet/Sleeveless and jewelries such as Chains, earrings, bangles, and headbands
- For Girls wearing of body fit cloth, sleeveless, miniskirts, transparent clothing and excessive jewelaries and makeup
- Indecent or unacceptable hair styles

It is discouraged to attend classes wearing flip flops.

- Student must attend classes prepared (ie, pen/pencil with a note book/note pad must be carried).
- Student must respect the staff of Villa College and communicate using decent and formal language. If a student is found or is being reported of disrespecting any member of staff of Villa College (Full Time/Visiting) is a serious offense and disciplinary actions will be taken.
- Student must respect all other fellow students and communicate using proper and decent language. Bullying and harassing will not be tolerated and is considered as a serious offense and disciplinary actions will be taken.
- Once Student ID is issued, all students must carry their Student ID card at all times at College.
- Student must use the College facilities and equipment with reasonable degree of care. No equipment which belongs to College should be removed from the place it has been placed.
- Vandalism or damaging of College properties are not acceptable and is considered as a serious offense. Disciplinary actions would be taken against any student who is found guilty of Vandalism.