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Information and Communication Technology Services Department
Information Technology (IT) Policy

ANNEXURE – 1

The following rules and regulations shall apply to students for the use of computing devices in the campus.

Desktop :

Students shall not be permitted to bring in their personal desktops into the campus under any circumstances. However, they may take appropriate permission from the Head of their Department and the Head of the Institution and bring in their desktops for requirements such as project demonstration, where the demonstration cannot be performed in any computers in the campus. However, the student shall take the desktop thus brought into the campus back within a period of three days and the same shall be appropriately documented.

The provisions of the IT Policy shall be applicable on the use of the desktop by the students.

Mobile Devices (Laptops, Tablets, Phones, etc.) :

Students are allowed to bring their personal mobile devices into the campus for academic and research purposes. Use of the mobile device shall be under the provisions of the University IT Policy. Students shall be responsible for the physical and logical security of their mobile devices.

The University shall have the right to inspect the contents of the mobile device held by the students inside the University campus at any time. Such inspections shall be conducted by a person appointed or as per orders from the Head of the Institution.

The University shall have the right to monitor the usage of the mobile device of the student inside the campus to ensure that the usage is as per the IT Policy of the University. The monitoring shall be done as the University IT Policy or by means of physical inspection.

mobile devices shall be allowed in academic areas only for academic purposes. A student shall not use mobile devices during the course of a lecture without the permission from the faculty.

Any violation of the IT Policy, or the above provisions, the University shall confiscate the mobile device and withdraw the permission of mobile device usage by the student in the campus until the end of the running semester and/or take necessary disciplinary action based on the nature of violation by the student. The confiscated laptop shall be returned to the student only at the end of the running semester.