



OFFICE OF THE PRINCIPAL

Sophia College for Women  
Empowered Autonomous

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An Institution of  
the Society for the Higher Education  
of Women in India

## Anti-Ragging Policy

1.	Administrative Policy Number (APN): SCWAPN/37	<b>Functional Area:</b> implementing policies, procedures, and support mechanisms to prevent and address instances of bullying, harassment, and intimidation among students.
2.	Brief Description of the Policy:	Purpose: to cultivate a safe and inclusive learning environment. Audience: student community of the institution.
3.	Policy Applies to:	Policies apply to students.
4.	Effective from the Date:	26 <sup>th</sup> November, 2018
5.	Approved by:	College Development Committee (CDC)
6.	Responsible Authority	IQAC Coordinator
7.	Superseding Authority	Principal
8.	Last Reviewed/ Updated:	New policy
9.	Reason for the policy	Promoting safety and inclusiveness for the learning community.
10.	References for the policy	UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009 (Ref: F.1-16/2007(CPP-II; Dated 17th June, 2009) /Maharashtra prohibition of Ragging

		Act,1999 (Maharashtra Act No.XXXIII of 1999)- <a href="#">Policy Link</a>
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## **1. Introduction**

The College is committed to implementation of all the provisions of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009 (*Ref: F.1- 16/2007(CPP-II; Dated 17th June, 2009)*) and also the guidelines issued by the relevant bodies from time to time.

Any instance of ragging will be addressed rigorously in accordance with these guidelines and any applicable laws.

## **2. What constitutes Ragging**

Ragging constitutes one or more of any of the following acts:

- a. any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student;
- b. indulging in rowdy or undisciplined activities by any student or students which causes or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student;
- c. asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student;
- d. any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other student or a fresher.



- e. exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students.
- f. any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students;
- g. any act of physical abuse including all variants of it: sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person;
- h. any act or abuse by spoken words, emails, post, public insults which would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture to fresher or any other student .
- i. any act that affects the mental health and self-confidence of a fresher or any other student

### **3. Measures for prohibition of ragging at the institution level**

- a. During the inaugural ceremony of the freshers batch, the coordinator of the anti-ragging cell or the person deputed shall address the students and explain the procedures to be adopted in case of incidence of ragging.
- b. Adequate surveillance camera at all vulnerable locations where there is a possibility of occurrence of the incidence of ragging
- c. Hoardings and notices at various locations where students would easily notice, discouraging students from indulging in ragging and also the remedy available to the victims of ragging, both in College and in Hostel premises
- d. Publish The list of members of the anti-ragging cell in the College website and also in the student handbook with their contact numbers
- e. Formation of appropriate committees in accordance with the UGC guidelines is formed and the details are published in the College

website

- f. Collection of affidavits from the students and parents in the prescribed form is collected in the beginning of the academic year
- g. Make available full-time service of the trained and qualified counselors for the benefit of the students
- h. Conduct orientation sessions separately for both senior and junior students to raise awareness about the consequences of ragging, as well as the disciplinary measures and support available in case of incidents.
- i. Squad visits to prevent ragging issues by visiting various places such as cafeteria, College hostels and other locations where there are chances of ragging issues at frequent intervals

#### **4. Ragging Reporting Procedure**

If any individual believes that he or she has been subjected to 'ragging' or has knowledge of any such incident, such person may resort to any of the following steps:

- i. Contact the coordinator of the anti-ragging cell or any faculty member with whom he/she is comfortable with; or
- ii. File an email complaint to **[anti.ragging@sophiacollege.edu.in](mailto:anti.ragging@sophiacollege.edu.in)**
- iii. Or the administrative head of the institution, The Principal.
- iv. If the victim is a hosteler, the hostel warden; or
- v. May call in the toll-free number provided by the National Anti-Ragging Helpline or send Email-helpline@antiragging.in

It is not mandatory for the complainant to reveal the name. Hence the complaint can be lodged anonymously too

#### **5. Anti-Ragging Committee**



The composition and procedures unless specified otherwise will be as per the guidelines given by the statutory bodies whoever it is.

#### **6. Anti-Ragging Cell**

The College shall also have an anti-ragging cell constituted by 2-3 faculty members to ensure the adherence of the UGC regulations and to coordinate the awareness programme on ragging related issues among the students. The members of the cell shall also constitute an anti-ragging squad by incorporating required members to inspect premises from time to time and prevent any possibility of occurrence of ragging.

#### **7. Administrative action in the event of ragging**

When a complaint is received, an enquiry committee shall be constituted by the Principal of the College consisting of members diverse mix of membership in terms of levels as well as gender. The inquiry committee shall conduct thorough enquiry giving ample opportunity for the plaintiff, witness and accused of being heard. If the incidence of ragging is established, the enquiry committee shall prepare a report of its findings and shall submit it to the chairman of the anti-ragging committee (Principal). The chairman shall immediately convene the Anti-Ragging Committee adhering to the UGC guidelines.

#### **8. Punishment if ragging is established**

Once the anti-ragging committee (ARC) decides on the nature and gravity of the incident, the following are the punishments that can be awarded to the guilty by the ARC:

- i. Suspension from attending classes and academic privileges.
- ii. Withholding/ withdrawing scholarship/ fellowship and other benefits.
- iii. Debarring from appearing in any test/ examination or other evaluation process.
- iv. Withholding results.
- v. Debarring from representing the institution in any regional, national

- or international meet, tournament, youth festival, etc.
- vi. Suspension/ expulsion from the hostel.
  - vii. Cancellation of admission.
  - viii. Rustication from the institution for period ranging from one to four semesters.
  - ix. Expulsion from the institution and consequent debarring from admission to any other institution for a specified period. The students awarded punishments for ragging can appeal to the Vice-Chancellor of the Mumbai university.

*A.P. Pahi*

**IQAC Coordinator**

**Coordinator  
IQAC  
Sophia College**



*Principa*

**Principal**

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