Disciplinary Guidelines and Leave Rules for Trainees

Trainees must adhere to the following disciplinary guidelines while on the IRITM campus (as per Standard Operating Procedure SOP):

1. Wear formal attire or uniform in the classroom.
2. Informal clothing such as jeans, t-shirts, and slippers is not permitted in the classroom.
3. Formal attire must also be worn while moving around the campus.
4. Half pants and half-lowers are not allowed anywhere on the campus, including the mess and during yoga sessions. Trainees must wear full-length lowers or tracksuits.
5. The use of mobile phones in classrooms during lectures is strictly prohibited unless expressly permitted by the speaker for a specific purpose.
6. Trainees must submit their mobile phones (either in 'silent' or 'flight' mode) at the designated class/venue during lectures.
7. Do not pluck flowers or leaves from trees and plants, and do not disturb the fauna.
8. 100% class attendance is mandatory. In exceptional circumstances 1-day leave is permitted in 5-day course & maximum of 2-day leave is permitted in two-week course.
9. In case the attendance of trainee is less than 80%, training completion certificate will not be provided.
10. Trainees need to be punctual for the classes. All trainees need to be seated in the classroom 5-min before the start of session as per time table.
11. Cross-talk during class is not permitted.
12. Online registration is mandatory for all trainees.
13. It is mandatory to attend all the events organised at IRITM during the training period.
14. Alcohols & intoxicants are strictly prohibited in campus.
15. Trainees should seek permission before asking questions during class and should ask only when permitted.
16. Mess services are compulsory.
17. Stay outside the campus is not permitted without the permission of CD.
18. Any type of unruly and boisterous behaviour is not permitted.
19. Campus is to be enjoyed silently, peacefully and decorously.
20. Trainees failing to follow these guidelines will be subject to disciplinary action by the competent authority.