



WOXSEN UNIVERSITY

ANTI-RAGGING POLICY

**Regulations to
Prevent and Address Instances Of 'Ragging' In the University**

Version 2.0

w.e.f
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1. Introduction

‘Merit’ and ‘Ethics’ being the core driving values towards turning out professionals of high caliber with a strong sense of ethical judgments, social integration of student population coming from different parts of the country with the most diverse cultural and social backgrounds, becomes a matter of prime importance. ‘Ragging’ is a social menace, as such has no place in the academic environment of the University and concerted efforts are required to be in place to prevent its occurrence at any point of time. Hence a balanced ‘anti- ragging policy’ has been adopted by the Woxsen University. This policy encourages the socialization of students in the academic environment of Woxsen University, discouraging and preventing any negative acts on the part of senior students, which goes against the basic purpose of socio-academic integration. The ‘anti-ragging policy’ adopted by the University therefore is aimed at the following objectives.

2. Objectives

- a. To eliminate ragging in all its forms from Woxsen University under the regulations, preventing its occurrence and punishing those who indulge in ragging as provided for in the regulations and the appropriate law in force.
- b. Creation, development and nurturing a conducive, socio-academic environment within the student population.
- c. Generating and maintaining a high level of confidence within new entrants and their parents/guardians to perceive that fresh entrants to the University are welcome and provided support, rather than being harassed and intimidated.
- d. Keeping in place an integrated system to discourage and prevent any negative acts like ‘ragging’ by the seniors, which disrupts the socio-academic integration of new entrants.
- e. Prescribing deterrent measures for any violation of the “Anti-Ragging Policy” by way of disciplinary measures.

3. Definitions

For the purpose of this policy the following are defined as under:

‘**Hostel**’ includes the place(s) where students are accommodated through institutional arrangement.

‘**University**’ means the Woxsen University, Hyderabad and all its Schools.

‘**Institution**’ means the Woxsen University, Hyderabad and all its Schools

‘**Student**’ includes any person who is enrolled for any course, whether full time or part time with the University. This also includes research associates/scholars or a visitors, and/ or repeaters.

‘**Freshers**’ means new entrants or first-year students in any programme/specialization who have joined the college or university for the first time.

‘**Head of the Institution**’ means the Vice-Chancellor.

‘**Anti-Ragging Committee**’ means a body constituted by the University to address issues related to ragging. It is responsible for ensuring compliance with the anti-ragging policy and for taking appropriate action in cases of ragging.

‘**Anti-Ragging Squad**’ means a body with representation from various sections of the campus community. It is tasked with maintaining vigilance and patrolling to prevent ragging and to act immediately in case any incident of ragging is reported.

‘**Ragging Redressal Committee**’ means a body with representation from various sections of the campus community. It is tasked with a thorough investigation of the incidents of ragging reported by the Anti-Ragging Squad and making recommendations to the Anti-Ragging Committee.

‘**Mentoring Cell**’ means a group of faculty members, staff, and senior students assigned to mentor freshers to facilitate their smooth transition into campus life. This cell is often involved in the initial stages to provide emotional and academic support to freshers.

‘**Human Rights**’ means Rights inherent to all human beings, without discrimination, including freedom from ragging which can be considered a violation of an individual's dignity and rights.

‘**Punishment**’ means penalties imposed on students found guilty of ragging.

‘**Affidavit**’ means a sworn statement made by students and their parents/guardians at the time of admission, affirming that the student will not engage in ragging and that they are aware of the consequences and punishments for involvement in ragging activities.

4. What Constitute Ragging?

As per the regulations of UGC (<https://www.antiragging.in/assets/pdf/annexure/Annexure-1.pdf>), 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 with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher
- j. Any act of physical or mental abuse (including bullying and exclusion) targeted at another student (fresher or otherwise) on the ground of colour, race, religion, caste, ethnicity, gender (including transgender), sexual orientation, appearance, nationality, regional origins, linguistic identity, place of birth, place of residence or economic background.

5. Measures for Prevention of Ragging

Woxsen University has adopted various measures to prevent the ragging, as per the guidelines of University Grants Commission (UGC). These measures aim to create a safe and supportive environment for students, especially freshers. Here are the key measures for the prevention of ragging:

5.1 Awareness and Publicity:

Woxsen University displays anti-ragging posters at prominent places on campus including hostels, canteens, and common areas. Also, anti-ragging policies, regulations, and helpline numbers on the institution's website and in admission brochures are published.

5.2 Undertaking and Affidavits:

The University takes online as well as written undertakings (for in-house students) from students and their parents/guardians at the time of admission, stating that the student will not engage in ragging and is aware of the consequences if found guilty. These affidavits will be stored and maintained by the University.

5.2.1 Why & how to use online affidavits?

Why?

1. It is mandatory for every student and his/her parents to submit an anti-ragging affidavit at the time of first admission and there after each year at the time of annual registration. These are UGC's regulations.
2. It is the order of the Hon. Supreme Court that contact details of students must be collected from these affidavits and stored electronically at a central location.

How?

It is a simple procedure comprising 3 steps

Step 1: Log on to www.antiragging.in or www.amanmovement.org. Click on "Fill Undertaking".

Step 2: Select the 'University' and fill in the information as desired and submit the form.

Step 3: On successful completion, the student will receive an e-mail with his/her registration number. Please note that the student will not receive pdf undertaking and he/she is not required to print & sign them as it used to be in the earlier case.

Step 4: Forward that e-mail to the Nodal officer/ Contact person in the university (the details will be provided at the time of admission)

Note:

1. Please clearly mention the generated Affidavit number at the time of admission and write it on the admission form.
2. Students and the Parents must submit a separate Affidavit (hard copy) in case they opt for accommodation in the University Hostel (Format is given in Annexure-1).
3. If the student does not have an E-mail address, please create one before logging in.
4. If the parents do not have an E-mail/Mobile/ Landline Phone number, please create one before logging in or the students can use Guardian's mobile.
5. If the student makes a mistake while submitting the form, they can start a fresh and submit the information again. There is no problem.

5.3 Constitution of Committees and Squads

The University constituted an Anti-Ragging Committee (ARC) comprising faculty, staff, NGO representatives, Parents and students to oversee and implement anti-ragging measures. Also, an Anti-Ragging Squad (ARS) and Ragging Redressal Committee (RRC) were established to conduct surprise checks and regular patrolling of campus areas, particularly those identified as vulnerable to ragging incidents and to make the enquiry if any incident happened.

5.3.1 Anti – Ragging Committee (ARC) at the University Level

An Anti – Ragging Committee (ARC) is constituted at university level to monitor the various aspects related to the menace of ragging. The members of this committee are nominated by the Vice Chancellor. The ARC has representatives of faculty members, parents of the students, local government officials, students belonging to the fresher’s category as well as seniors and non-teaching staff as other members in order to carry out the compliance of this policy across the whole University along with the way the same are dealt with.

5.3.2 Anti-Ragging Squad (ARS) at the University Level

The Anti-Ragging Squad is nominated by the Vice-Chancellor with such representation as considered necessary and shall consist of members belonging to the various sections of the campus community. The squad has vigil, oversight, and patrolling functions. It is kept mobile, alert and active at all times and is empowered to inspect places of potential ragging and make surprise raids on hostels and other hot spots. The squad shall collect all possible information of the incidents of ragging and redirect to the Ragging Redressal Committee for further impartial enquiry.

5.3.3 Ragging Redressal Committee (RRC) at the University Level

The Ragging Redressal Committee is nominated by the Vice-Chancellor with such representation as considered necessary and shall consist of members belonging to the various sections of the campus community. The committee shall investigate incidents of ragging reported by the ARS and take necessary decisions and recommend appropriate penalties. Also, RRC notifies the gap areas identified to the Anti-Ragging Committee for possible improvements and necessary measures.

5.4 Mentorship Cells & Programs at School Level

‘Mentoring Cell’ shall function under the guidance of a Senior Faculty of each School and in direct supervision of the ‘Chairman, Mentorship Cell’. Such a cell would be manned by senior students. There should be one senior student mentor for a specified group of 10 junior students. Membership to the ‘mentoring cell’ by senior students would be on voluntary basis by inviting applications and nominating membership on year-to-year basis. The senior student mentor will also monitor ‘Psychological Behavior/ behavioral aberration of new students. If any abnormal behavior or environmental adjustment problem observed, the same shall be reported to the ‘Chairman, Mentorship Cell’.

5.5 Monitoring and Vigilance

University implementing strict surveillance measures by installing CCTV cameras at strategic locations on campus and maintaining regular interaction and close monitoring of student activities, especially in hostels and common areas.

5.6 Orientation Programs

The University conducts comprehensive orientation sessions for freshers, educating them about their rights and responsibilities, the institution's anti-ragging policy, and the support available to them. These sessions include sessions on legal consequences, ethical behavior, and mutual respect.

5.7 Address by the Competent Authorities of the Institute

The Vice Chancellor, Deans, or other concerned official(s) during their address/discussions to/with parents/guardians, admission aspirants/ fresh entrants/ students at the time of counselling meets, new batch induction on registration, batch inaugurals and other such occasions, invariably assure the students and parents about full protection and support against any attempts of ragging by seniors while briefly introducing the '*Anti-Ragging Policy*' of the University. The efforts during such meets be directed towards achieving socio- academic integration of new entrants with the specific merit-oriented environment of mutuality and trust of the University.

5.8 Freshers Party for New Entrants

Senior students shall be encouraged to organize a "*Welcome Party*" for new entrants. For the said purpose an organizing committee may be constituted comprising of selected senior students of which, a senior faculty member will be the Chairman cum Patron. The Chairperson - Student Affairs and faculty members, to the extent possible, will participate in such a party.

5.9 Social, Cultural, Sports Activities

The membership of all student clubs and committees will be coordinated on the lines of this (proposed anti-ragging) policy. The induction process to all students' clubs and committees will be organized in line with the proposed anti – ragging policy.

5.10 Watch and Ward Arrangements

The University keeps a constant vigil in the vulnerable locations like-

- Hostel blocks and mess

- Vacant classrooms
- Auditorium
- Playground / Gymnasium
- Student activity centers
- Favorite joints of students in the vicinity

All concerned keeps a constant vigil and watch at such locations including monitoring of the atmosphere and the environment at eating 'Joints' (Oval, Rise, Blu-Embers etc.), Hostel / accommodations, where students are accommodated. These areas are carefully guarded by posting security personnel.

5.11 Wide – dissemination of Anti-Ragging Policy Prospectus and Admission forms

All prospectuses provided include a specific caution that “Ragging is banned in the University, and anyone found indulging in ragging, is likely to be punished appropriately which may include expulsion from the University.”

5.12 Erection of Posters

The University displays the posters in prominent places within the campus to exhort students to prevent, or not to indulge in ragging, also mentioning the names of the officials and their contact numbers, to be contacted in case of “ragging”. The same is displayed on the website of the University. Importantly, all students at the University are required to submit the online anti-ragging declaration forms at the time of admission to the institute.

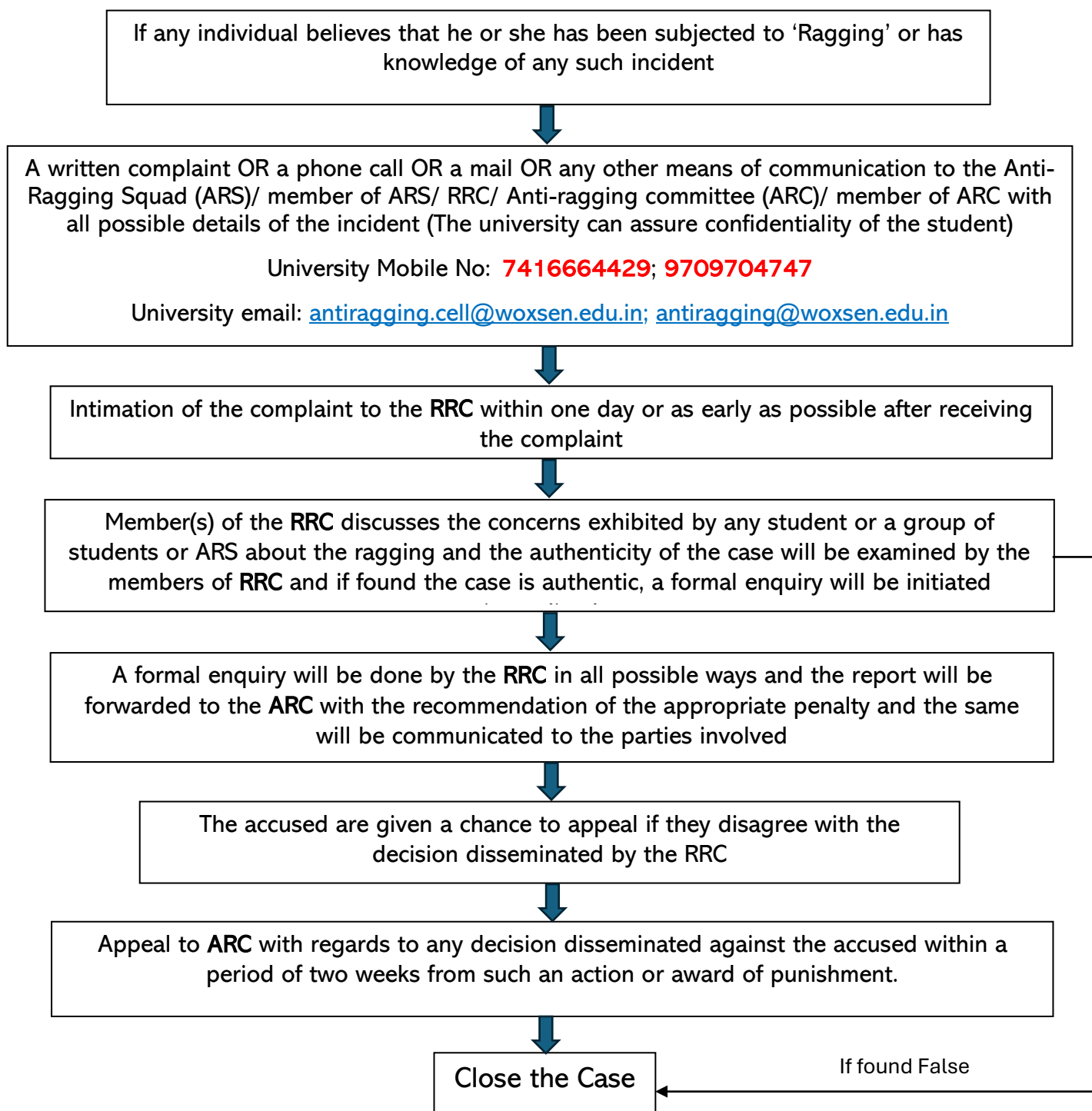
5.13 Anti-Ragging Surveys

Anonymous random surveys, across first year students, be carried out every fortnight, during the first three months, at all the constituents of the University, to verify and check whether the campus is indeed free from ‘ragging’.

6. Where can a student get help?

The University Administration is there to help the students. Students are advised not to hesitate to ask for help. Also, the local police and local administration are also there to help. Anybody can register a complaint of Ragging at the University ARC. It does not have to be only the victim. If anyone notices an incidence of Ragging, they must inform the university Authorities. It is their duty to do so. Students can also register a complaint about Ragging anonymously. However, we suggest avoiding this option because without knowing details it becomes difficult for the university to take any action. The university can assure confidentiality of the student.

6.1 Ragging Reporting Procedure



The complaints of ragging are being registered through the following means:

1. Via e-mail:

University email: antiragging.cell@woxsen.edu.in

antiragging@woxsen.edu.in

UGC Cell: helpline@antiragging.in

2. Anti-Ragging Help Line:

University Mobile Nos: **7416664429, 9709704747**

UGC Toll-free No: **1800-180-5522**

3. The National Anti-Ragging Helpline website

www.antiragging.in or www.amanmovement.org

7. Administrative Action in the event of Ragging

7.1 RRC as Enquiry Committee

RRC will investigate all reported cases of ragging, in such a way, so as to maintain confidentiality to the extent practicable under the circumstances. The investigations should start maximum within one (01) day of reporting the incident and reports finalized by the RRC pinpointing the involvement of the accused along with recommendations relating to the punishment will be submitted to the competent authority maximum within a period of two (02) weeks. In exceptional circumstances, the Chairperson ARC may grant extension to the time limit under information to the complainant and the accused.

7.1.1 Process of Enquiry

The process of enquiry should be such to ensure that principles of natural justice are adhered to. Details of the process would be identical as in the case of 'Sexual Harassment Policy' adopted by the University. If the ragging also includes an element of sexual harassment, then in that case both committees i.e., RRC and Sexual Harassment committee will investigate the matter independently of each other.

7.2 Punishment / Penalties for 'Ragging'

Based on the available facts and the investigation by RRC, the RRC will recommend any one or any combination of the punishment(s) listed below or any other kind of punishment, which the committee may consider appropriate. The institution shall punish a student found guilty of ragging after following the procedure and in the manner prescribed here in under:

- a. **Suspension from attending classes and academic privileges.**
- b. **Withholding/ withdrawing scholarship/ fellowship and other benefits.**
- c. **Debarring from appearing in any test/ examination or other evaluation process.**
- d. **Withholding results.**
- e. **Debarring from representing the institution in any regional, national or international meet, tournament, youth festival, etc.**
- f. **Suspension/ expulsion from the hostel.**
- g. **Fine ranging between Rs.25,000/- and Rs. 1,00,000/- along with public apology**
- h. **Cancellation of admission.**
- i. **Rustication from the institution for period ranging from one to four semesters.**
- j. **Expulsion from the institution and consequent debarring from admission to any other institution for a specified period.**
- k. **Prosecuting for criminal offence.**
- l. **Filing FIR with the local police**
- m. **Collective punishment: when the persons committing or abetting the crime of ragging is not identified, the committee shall resort to collective punishment.**

8. Appeal

Appeal with regards to any action taken against the accused at any level and / or against the punishment awarded under this policy, shall lie with the Vice Chancellor of the University, which should be filed within a period of two weeks from such an action or award of punishment.

9. Saving And Repeal Clause

The Vice Chancellor of the University will possess the sole authority for any interpretation, modification, or amendment to the policy depending upon the need from time to time. She/He will also possess powers to exercise her/his discretion with respect to any or all the clauses of this policy.

10. Important Links

a. Information Education Communication (IEC) Guidelines for Councils, Universities Curbing the Menace of Ragging

<https://www.antiragging.in/assets/pdf/information/ugc-iec-guidlines-for-councils-universities-and-colleges-for-curbing-the-menace-of-ragging.pdf>

b. Students and Parents Undertaking Affidavit In compliance of the second amendment in UGC Regulations:

www.antiragging.in/affidavit_registration_disclaimer.html

www.c4yindia.org/Home/Undertaking

11. Important Contact Information

University Grant Commission (UGC), Bahadur Shah Zafar Marg, New Delhi 110 002

P: 91 11 2360 4446; 2360 4200 E: contact.ugc@nic.in

UGC Anti-Ragging Cell (ARC) NET Bureau, South Campus of Delhi University, Benito Jhuarez Marg, New Delhi 110 021

P: 91 11 2411 2087 E: raggingcell@yahoo.in

Monitoring Agency Centre for Youth (C4Y), New Delhi 110 068

P: 91 11 4161 9005 E: antiragging@c4yindia.org

National Anti-Ragging Helpline , New Delhi 110 007

P: 1800 180 5522

E: helpline@antiragging.in



Annexure: Format of affidavits for Hostellers (On a Stamp Paper)

ANNEXURE –I

AFFIDAVIT BY STUDENT

1. I,..... S/o. D/o. Mr./ Ms./ Mrs Application No/ Registration NoYear Batch..... having been admitted to Woxsen University, Hyderabad, have received ‘Curbing the Menace of Ragging in Higher Educational Institutions Regulations 2009’ and a copy of the ‘University’s anti-ragging policy’. I had carefully read and fully understood the provisions contained in the said policy.
2. I have, in particular, perused clause 3 of the policy and am aware as to what constitutes ragging.
3. I have also, in particulars, perused clause 7 and clause 9.1 of ‘Curbing the Menace of Ragging in Higher Educational Institutions Regulations 2009’ and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
4. I hereby solemnly aver and undertake that:
 - a) I will not indulge in any behavior or act that may be constituted as ragging under clause 3 of the policy.
 - b) I will not participate in or abet or propagate through any act of commission or commission that may be constituted as ragging under clause 3 of the policy.
5. I hereby affirm that, if found guilty of ragging, I am liable to punishment according to clause 9.1 of ‘Curbing the Menace of Ragging in Higher Educational Institutions Regulations 2009’, without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force.
6. I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

Declared thisday ofmonth of.....year

Signature of Deponent

Name.....

VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified aton this the day ofmonth of.....year

Signature Of Deponent

ANNEXURE –II

AFFIDAVIT BY PARENT/GUARDIAN

1. I, Mr./Ms./ Mrs..... father/mother/guardian of my ward Mr/Ms..... declare that enrolled in programme with Registration No..... Year..... and Batch.....having been admitted to Woxsen University, Hyderabad, have received a copy of the University’s anti – ragging policy and had carefully read and fully understood the provisions contained in the said policy.
2. I have, in particular, perused clause 3 of the policy and am aware as to what constitutes ragging.
3. I have also, in particulars, perused clause 7 and 9.1 of the policy and am fully aware of the penal and administrative action that is liable to be taken against my ward in case he/she is found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
4. I hereby solemnly aver and undertake that:
 - a) My ward will not indulge in any behavior or act that may be constituted as ragging under clause 3 of the Regulations.
 - b) My ward will not participate in or abets or propagates through any act of commission or commission that may be constituted as ragging under clause 3 of the Regulations.
5. I hereby affirm that, if found guilty of ragging, my ward is liable to punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against my ward under any penal law or any law for the time being in force.
6. I hereby declare that my ward has not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, the admission of my ward is liable to be cancelled.

Declared thisday ofmonth of.....year

Signature Of Deponent

Name:

Address:

Mobile No:

VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified aton this the day ofmonth of.....year

Signature Of Deponent