

# Anti Ragging Policy

(2025 EDITION)



## INDEX

SL.NO	DESCRIPTION	PAGE NO.
1	Preamble	2
2	Objectives of the Policy	2
3	What is Ragging	3
4	What is Sexual harassment	3
5	What Constitutes Ragging	4
6	Forms of Ragging	4
7	Preventive Measures at Sai University	5
8	Reporting Mechanisms	7
9	Disciplinary Actions and Punishments	9
10	Anti-Ragging Committee (ARC)	10
11	Contact Details	10
	Annexures	
	SELF DECLARATION BY PARENTS/GUARDIANS	11
	SELF DECLARATION BY THE STUDENT	12

## **1. Preamble**

Sai University is committed to fostering a campus environment that is safe, inclusive, respectful, and conducive to academic and personal growth. The University upholds the principles of dignity, equality, and mutual respect for all members of its community. Ragging in any form is fundamentally opposed to these values and is strictly prohibited.

In alignment with the directives of the University Grants Commission (UGC) Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, the Supreme Court of India, and other statutory guidelines, Sai University adopts a zero-tolerance policy towards ragging. The institution recognizes that ragging is not only a violation of human rights but also a criminal offence capable of causing severe physical, psychological, and emotional harm.

This policy seeks to clearly define ragging, outline preventive mechanisms, establish robust reporting and inquiry procedures, and ensure strict disciplinary action against those found guilty. Sai University is committed to maintaining a vibrant and respectful academic environment where students can learn, live, and grow without fear, intimidation, or discrimination.

## **2. Objectives of the Policy**

The Sai University Anti-Ragging Policy aims to create a safe, respectful, and supportive academic environment by establishing a comprehensive framework for the prevention, prohibition, and redressal of ragging. The specific objectives of this policy are to:

1. **Prohibit Ragging in All Forms** Ensure that any behaviour verbal, physical, online, or implied that constitutes ragging is strictly forbidden across all University spaces, hostels, transportation, online platforms, and external learning environments.
2. **Prevent Occurrences of Ragging** Implement proactive measures such as awareness programs, counselling, orientation sessions, faculty engagement, and vigilant monitoring to stop ragging before it occurs.
3. **Promote Student Safety and Well-being** Safeguard the physical, emotional, psychological, and academic well-being of all students, especially freshers, by fostering a culture of respect, empathy, and inclusion.
4. **Define Ragging Clearly and Comprehensively** Provide clear definitions of ragging, its forms, and related behaviours in accordance with UGC Regulations and Supreme Court guidelines, ensuring awareness among all stakeholders.
5. **Establish Transparent Reporting Mechanisms** Enable students to report incidents confidentially and safely through multiple channels, ensuring timely and fair inquiries.
6. **Ensure Prompt and Fair Action** Outline a structured and unbiased process to address complaints, conduct inquiries, and impose appropriate disciplinary and legal actions against those found guilty.
7. **Strengthen Institutional Accountability** Define roles and responsibilities for University authorities, faculty, staff, wardens, and students to ensure collective responsibility in maintaining a ragging-free campus.

8. Promote a Positive Campus Culture Encourage healthy interactions, mentorship, and community-building activities that foster harmony between freshers, juniors, and seniors.
9. Comply with Statutory and Regulatory Requirements Ensure full compliance with UGC Regulations of 2009 and subsequent amendments, as well as all relevant laws and guidelines issued by national and state authorities.

### **3. What is Ragging?**

According to the *UGC Regulation on Curbing the Menace of Ragging in Higher Educational Institutions, 2009*, ragging includes any conduct whether spoken, written, or through actions that:

- Teases, treats, or handles a student with rudeness
- Involves rowdy or undisciplined activities likely to cause annoyance, hardship, or psychological harm
- Creates fear, apprehension, or intimidation in a fresher or junior student
- Forces a student to perform acts they would not ordinarily do
- Causes or is intended to cause shame, embarrassment, or adversely affects the physique or psyche of any student

In simple terms, any act of teasing, mistreatment, or disorderly behaviour directed towards a fresher or any student whether verbal, written, or physical constitutes ragging.

### **4. What is Sexual Harassment?**

According to the *University Grants Commission (Prevention, Prohibition, and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institutions) Regulations, 2015*, sexual harassment refers to any unwanted conduct with sexual undertones that is persistent or occurs even once in a manner that demeans, humiliates, or creates a hostile and intimidating environment. Such conduct may also be intended to induce submission through actual or implied adverse consequences.

Sexual harassment includes one or more of the following unwelcome acts or behaviours, whether directly or by implication:

- a) Any unwelcome physical, verbal, or non-verbal conduct of a sexual nature
- b) Demand or request for sexual favours
- c) Making sexually coloured remarks
- d) Physical contact and advances
- e) Showing pornography

In summary, sexual harassment is any unwanted, inappropriate sexual behaviour verbal, physical, non-verbal, or implied that violates a student's dignity or creates an unsafe environment. All cases involving sexual harassment will be referred to the Internal Complaints Committee (ICC). The Anti-Ragging Committee (ARC) and the ICC will work jointly, where required, to ensure a safe and respectful campus environment.

## 5. What Constitutes Ragging?

According to the *UGC Regulation on Curbing the Menace of Ragging in Higher Educational Institutions, 2009*, ragging includes, but is not limited to, the following behaviours and actions:

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 indiscipline 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 or any other student.

## 6. Forms of Ragging

Ragging can manifest in multiple forms, ranging from mild harassment to severe physical or psychological harm. Some common forms include:

### 1. Physical Abuse

Freshers may be forced to eat, drink, or smoke against their will, or may be coerced into dressing or undressing inappropriately. Such acts cause physical discomfort, embarrassment, and distress.

## 2. Verbal Torture

Freshers may be subjected to unnecessary, inappropriate, or demeaning conversations. They may be compelled to sing vulgar songs, use abusive language, or engage in speech that causes humiliation or discomfort.

## 3. Sexual Abuse

Seniors may attempt to obtain intimate personal details from freshers, including anatomical descriptions or sexual preferences, leading to severe emotional and psychological distress.

## 4. Forced Activities

Freshers may be made to perform tasks such as cleaning rooms, running errands, fetching water, or completing assignments for seniors. They may be asked to mimic celebrities, enact movie scenes, read offensive material, or misbehave with strangers. Students may also be forced to introduce themselves in a specific language, leading to exclusion or discrimination against those unfamiliar with it.

## 5. Cyberbullying

Ragging can occur online through social media platforms. This includes posting photos or videos of students without consent, sharing derogatory comments, spreading rumours, or using inappropriate language to harass, shame, or intimidate individuals.

# 7. Preventive Measures at Sai University

Sai University adopts a proactive, multi-layered approach to prevent ragging and ensure a safe, inclusive, and supportive campus environment. Prevention is achieved through awareness, monitoring, mentoring, structural safeguards, and continuous engagement with students, faculty, staff, and service providers.

## 7.1 Mandatory Compliance at Admission

### 1. Anti-Ragging Affidavits

- Every student must submit an Anti-Ragging Affidavit during admission.
- Parents/guardians must also submit a corresponding affidavit.
- These documents affirm awareness of the rules and commitment to a ragging-free environment.

### 2. Code of Conduct Distribution

- Students receive the University's Code of Conduct, which includes the Anti-Ragging Policy.
- All students must sign an acknowledgment confirming they have read and understood the policy.

### 3. Admission Notices & Prospectus

- The University explicitly states its zero-tolerance policy in all admission brochures, websites, and promotional materials.

### 4. Contact Information Disclosure

- Students are provided with phone numbers and email IDs of the Anti-Ragging Committee, wardens, student counsellors, and emergency contacts.

## 7.2 Awareness & Induction Programs

1. Orientation Sessions for Freshers
  - Conducted at the beginning of each academic year to educate students about:
    - What constitutes ragging
    - Reporting procedures
    - Student rights and support mechanisms
    - Campus resources and counselling services
2. Sensitization of Senior Students
  - Sessions highlighting responsible behaviour, leadership, and consequences of ragging.
  - Emphasis on promoting an inclusive and respectful campus culture.
3. Joint Programs for Freshers and Seniors
  - Conducted under faculty supervision to foster healthy interaction and reduce fear or anxiety among new students.
4. Workshops and Guest Lectures
  - Led by legal experts, counsellors, psychologists, and educators on the dangers and long-term impact of ragging.
5. Educational Films & Campaigns
  - Screening of short films and awareness videos on ragging prevention and student well-being.

## 7.3 Infrastructure & Campus Security Measures

1. CCTV Surveillance
  - Cameras installed at strategic and vulnerable points
2. Anti-Ragging Posters & Signage
  - Prominent display of posters containing the definition of ragging, consequences, helpline numbers, and committee details.
3. Hostel Safety Measures
4. Vigilance Through Wardens & Security
  - Wardens remain available round-the-clock.
  - Security personnel monitor movement and ensure safe hostel environments.
5. Identification of Vulnerable Spots
  - University identifies and continuously monitors areas prone to ragging incidents.

## 7.4 Student Engagement Initiatives

1. Ice-Breaking Sessions
  - Structured interaction programs to build confidence and rapport between juniors and seniors.
2. Peer Mentoring System
  - Freshers assigned to faculty mentors or trained student mentors.
  - Regular check-ins to assess well-being and identify early warning signs.
3. Collaboration with Student Clubs
  - Theatre, Media, and Arts Clubs contribute through short films, posters, performances, and creative campaigns.
  - Student Council engages in campus-wide anti-ragging drives.

4. Mental Health Support Group
  - A student-led peer support group guided by mental health professionals to promote psychological well-being.

#### 7.5 Online and Digital Prevention Systems

1. Anonymous Reporting Form (24×7)
  - A digital form (Google form) available through the University website for students to report cases without fear.
2. Dedicated Anti-Ragging Webpage
  - Contains policy documents, committee details, reporting modes, and student resource links.
3. Social Media Awareness
  - University and student clubs promote anti-ragging messages, FAQs, and support resources through official channels.
4. UGC 24×7 National Anti-Ragging Helpline Access
  - Students informed and encouraged to use the national helpline whenever necessary.

### 8. Reporting Mechanisms

Sai University is committed to ensuring that every student can report incidents of ragging safely, confidentially, and without fear of retaliation. Multiple reporting channels are available to encourage timely and accessible communication. All complaints formal or informal will be taken seriously and acted upon promptly.

#### 8.1 Modes of Reporting

Students, parents, faculty, staff, or any person may report an incident of ragging through any of the following means:

1. In Person
  - Complaint may be submitted directly to:
    - Any member of the Anti-Ragging Committee
    - Any faculty member
    - Any hostel warden
    - Director – Student Affairs
    - Vice Chancellor's office
2. By Phone
  - Dedicated Anti-Ragging Contact Number: 9940034960
  - Emergency contact numbers displayed on campus and hostels.
3. By Email
  - [antiragging@saiuniversity.edu.in](mailto:antiragging@saiuniversity.edu.in)
4. Written Complaint
  - A written note/letter may be submitted to the Anti-Ragging Committee or to the Student Affairs Office.
5. Anonymous Online Reporting Form
  - A 24×7 Google Form (or digital platform) is available on the University website, enabling students to report incidents anonymously.



## 6. UGC National Anti-Ragging Helpline

- 24×7 Toll-Free Number: 1800-180-5522
- Students may also email: [helpline@antiragging.in](mailto:helpline@antiragging.in)
- All complaints received by UGC are automatically forwarded to the University for immediate action.

## 8.2 Immediate Actions Upon Receiving a Complaint

### 1. Acknowledgment

- The Anti-Ragging Committee (ARC) or receiving authority acknowledges the complaint (except anonymous reports).

### 2. Preliminary On-the-Spot Inquiry

- The Anti-Ragging Committee conducts a quick inquiry to verify facts and ensure immediate safety of the student.

### 3. Protection of the Complainant

- The University ensures the complainant's physical and emotional safety.
- No retaliatory action or intimidation against the complainant will be tolerated.

### 4. Confidentiality

- Identity of the complainant, victims, and witnesses is kept strictly confidential, except where disclosure is required by law.

## 8.3 Inquiry Procedure

1. The Anti-Ragging Committee conducts a full, fair, and unbiased inquiry.
2. The accused students are given an opportunity to present their statements and evidence.
3. Inquiry is completed within 7 days from the date of the reported incident.
4. The Anti-Ragging Committee recommends disciplinary action based on evidence and severity.

## 8.4 Legal Reporting

- If the act constitutes a criminal offence, the Vice Chancellor (or a designated officer) shall:
  - File a First Information Report (FIR) within 24 hours of receiving the complaint.

## 8.5 Protection from Victimisation

- The University guarantees that complainants, witnesses, and supportive peers will not face:
  - Academic penalties
  - Hostel eviction
  - Social retaliation
  - Mental pressure or intimidation
- Any attempt to threaten, silence, or influence a complainant will itself be treated as a serious offence.

### 8.6 False Complaints

- If a complaint is proven to be intentionally false after a fair inquiry, disciplinary action may be taken.
- No action will be taken against a complainant if the complaint was made in good faith but could not be substantiated.

### 8.7 Record Maintenance

- The University maintains complete records of:
  - All complaints received
  - Inquiry proceedings
  - Actions taken
  - Annual compliance reports to UGC

## 9. Disciplinary Actions and Punishments

Sai University enforces a zero-tolerance approach toward ragging. Disciplinary actions are based on the nature, severity, and circumstances of the incident and follow the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009.

### 9.1 Principles Governing Disciplinary Action

- Every case will be addressed promptly, fairly, and without bias.
- Actions will be determined after a full inquiry by the Anti-Ragging Committee.
- Students found guilty are subject to both institutional discipline and applicable penal laws.
- Punishments may be applied individually or in combination.

### 9.2 Types of Disciplinary Actions

#### A. Academic Penalties

- Suspension from attending classes.
- Withholding academic privileges.
- Debarring from internal assessments or examinations.
- Withholding of results.

#### B. Administrative Penalties

- Debarring from representing the University in sports, cultural, academic, or co-curricular events.
- Suspension or expulsion from the hostel.
- Restriction from accessing certain facilities or areas.
- Withdrawal of scholarships, fellowships, or financial assistance.

#### C. Admission-Related Penalties

- Cancellation of admission.
- Withholding Transfer Certificate/Migration Certificate until case resolution.

#### D. Institutional Penalties

- Rustication for one to four semesters.
- Permanent expulsion from the University.
- Debarring from admission to any other institution for a specified period.

#### E. Financial Penalties

- Fines ranging from ₹25,000 to ₹1,00,000, depending on severity.

#### F. Collective Punishment

- If perpetrators cannot be identified but an act of ragging is confirmed, the University may impose proportional collective punishment.

#### 9.3 Legal Action

If the offence falls under criminal law, the University shall:

- File an FIR within 24 hours of the incident.
- Cooperate with police and legal authorities.
- Continue internal disciplinary processes independently of legal procedures.

#### 9.4 Appeals

- The accused student has the right to appeal disciplinary actions to the Vice Chancellor within the specified timeframe.

### 10. Anti-Ragging Committee (ARC)

Name	Designation	Role	Email
Prof. Ajith Abraham	Vice-Chancellor Dean, School of Artificial Intelligence	Chairperson	<a href="mailto:ajith.a@saiuniversity.edu.in">ajith.a@saiuniversity.edu.in</a>
Ms. Grace Joy	Lecturer, School of Arts and Sciences	Member	<a href="mailto:grace.j@saiuniversity.edu.in">grace.j@saiuniversity.edu.in</a>
Mr. Vikas Muralidharan	Lecturer, School of Law	Member	<a href="mailto:vikas.m@saiuniversity.edu.in">vikas.m@saiuniversity.edu.in</a>
Dr. Mariya Celin T. A	Assistant Professor, School of Computing and Data Science	Member	<a href="mailto:mariya.c@saiuniversity.edu.in">mariya.c@saiuniversity.edu.in</a>
Dr. Meenakshi Srihari	Assistant Professor, School of Arts and Sciences	Member	<a href="mailto:meenakshi.s@saiuniversity.edu.in">meenakshi.s@saiuniversity.edu.in</a>
Ms. Tejaswy S V C	Mental Health Councillor	Member	<a href="mailto:tejaswy.s@saiuniversity.edu.in">tejaswy.s@saiuniversity.edu.in</a>
Ms. Divya Murali	Senior Associate, Operations	Member	<a href="mailto:divya.m@saiuniversity.edu.in">divya.m@saiuniversity.edu.in</a>
Ms. Danisha Shri	SAS Student	Member	<a href="mailto:danisha.s-26@sas.saiuniversity.edu.in">danisha.s-26@sas.saiuniversity.edu.in</a>
Mr. K. B. Aditya	SCDS Student	Member	<a href="mailto:aditya.kb-28@scds.saiuniversity.edu.in">aditya.kb-28@scds.saiuniversity.edu.in</a>
Mr. Vumsi Krishnaa J	SOL Student	Member	<a href="mailto:vumsikrishnaa.j28@sol.saiuniversity.edu.in">vumsikrishnaa.j28@sol.saiuniversity.edu.in</a>
Mr. Rajanala Seetha Ramanjaneyulu	Assistant Registrar	Secretary	<a href="mailto:seetharam.r@saiuniversity.edu.in">seetharam.r@saiuniversity.edu.in</a>

### 11. Contact Details

For any concerns, queries, or reporting related to ragging, students may contact:

Email: [antiragging@saiuniversity.edu.in](mailto:antiragging@saiuniversity.edu.in)

Phone: 9940034960

## Annexure 1: SELF DECLARATION

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### SELF DECLARATION BY PARENTS/GUARDIANS

- 1) I, Mr./Mrs./Ms. \_\_\_\_\_ (Full name of Parents / Guardians in CAPITAL letters) Father / Mother / Guardian of Mr. / Ms. \_\_\_\_\_ (Full name of student in CAPITAL letters with Roll number) who has been admitted to SAI University, Chennai have:
  - a) Been advised to read carefully and understand the Supreme Court Judgement on Ragging hosted in \*\*SC Judgment link on Anti-Raging page of SaiU Website\*\*
  - b) Received a copy of the Essential Extracts of relevant Regulations in Higher Educational Institutions, 2009, (hereinafter called the relevant Regulations)
  - c) Carefully read and fully understood the provisions contained there-in.
- 2) I have, in particular, understood Clause 3 of the relevant Regulations and am aware as to what constitutes ragging and the implications thereof.
- 3) I have also, in particular, understood Clause 7 and Clause 9.1 of the relevant Regulations and am fully aware of the penal and administrative actions that are 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 state and undertake that:
  - a) My ward will not indulge in any behavior or act that may be considered as ragging under Clause 3 of the relevant Regulations.
  - b) My ward will not participate in or abet or propagate through any act of commission or omission that may be considered as ragging under Clause 3 of the relevant Regulations.
- 5) I hereby affirm that, if found guilty of ragging, my ward is liable for punishment according to Clause 9.1 of the relevant 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 this declaration is found to be untrue, my ward's admission is liable to be cancelled.

Name:

Address:

Signature of Father/Mother/Guardian  
Telephone / Mobile No.

### SELF DECLARATION BY PARENTS/GUARDIAN

Verified that the contents of this self-declaration are true to the best of my knowledge and no part of the self-declaration is false and nothing has been concealed or mis-stated therein.

Place:

Date:

Signature of Father/Mother/Guardian

### SELF DECLARATION BY THE STUDENT

- 1) I, \_\_\_\_\_ (Full name of student in CAPITAL letters with ROLL NUMBER) S/o D/o Shri./ Smt. \_\_\_\_\_ having been admitted to Sai University, Chennai have:
- a) Been advised to read carefully and understand the Supreme Court Judgement on Ragging hosted in \*\*SC Judgment link on Anti-Raging page of SaiU Website\*\*
  - b) Received a copy of the Essential Extracts of relevant Regulations in Higher Educational Institutions, 2009, (hereinafter called the relevant Regulation)
  - c) Carefully read and fully understood the provisions contained therein.
- 2) I have, in particular, understood Clause 3 of the relevant Regulations and am aware as to what constitutes ragging and the implications thereof.
- 3) I have also, in particular, understood Clause 7 and Clause 9.1 of the relevant Regulations and am fully aware of the penal and administrative actions that are 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 state and undertake that:
- a) I will not indulge in any behavior or act that may be considered as ragging under Clause 3 of the relevant Regulations.
  - b) I will not participate in or abet or propagate through any act of commission or omission that may be considered as ragging under Clause 3 of the relevant Regulations.
- 5) I hereby affirm that, if found guilty of ragging, I am liable for punishment according to Clause 9.1 of the relevant Regulations, 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 this declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

Place:

Date:

Name:

Signature of Student

Telephone/Mobile No:

Address:

### SELF DECLARATION BY STUDENT

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

Place:

Date:

Signature of Student