



*Cosmopolitan's*

**Valia Chhaganlal Laljibhai College of Commerce & Valia Lilavantiben Chhaganlal College of Arts**

**Autonomous**

(Gujarati Linguistic Minority Institution)

NAAC Accredited 3rd Cycle, 2023 B++ grade, CGPA-2.97

## **Social Media Use Policy for Students (2025–26)**

### **Purpose**

This policy outlines expectations for responsible and ethical use of social media by students and staff. It aims to promote respectful digital behavior, protect privacy, and maintain the integrity and reputation of the college.

### **Applicability**

This policy applies to all students and staff of Valia College when:

- Using platforms such as WhatsApp, Instagram, YouTube, X (formerly Twitter), Facebook, LinkedIn, and other forums
- Referencing the college (directly or indirectly)
- Participating in any digital activity that could impact the college or its members

### **Responsible Use**

- Students and staff are personally responsible for all content they post, share, or endorse.
- Students and staff must not claim to represent Valia College without official written approval.
- It is recommended to include a disclaimer when expressing personal opinions related to academic matters.

### **Prohibited Content**

Students and staff must **NOT** share, post, or forward any content that:

- Defames, harasses, or targets any student, faculty, or staff
- Contains hate speech, discriminatory remarks, or abusive language
- Shares personal or confidential information without consent
- Violates Indian laws or college rules
- Uses the college's name, logo, or identity without permission
- Spreads unverified, misleading, or inappropriate information

## Content Creation on Campus

- Filming, photographing, or creating content within the college premises for social media is **not allowed without prior written approval**.
- Unauthorized content will result in disciplinary action.

## Unofficial Groups and Monetary Transactions

- Students and staff must **not create, promote, or be part of any unofficial WhatsApp, Instagram, Telegram, or other social media groups** using the name *Valia College* without **written permission**.
- **No monetary transactions** (such as charging fees to join groups or access content) are permitted in connection with such groups.
- Official student groups for academic, cultural, or social purposes must be approved by the college.

## Cyberbullying and Harassment

- The college follows a **zero-tolerance policy** towards cyberbullying, trolling, and online harassment.
- Liking, commenting, or sharing harmful content is also considered a violation.
- Disciplinary and legal action will be taken as necessary.

## Legal and Disciplinary Consequences

Violations of this policy may result in:

- Verbal or written warnings
- Debarment from exams or college events
- Suspension or expulsion
- Loss of placement and internship opportunities
- Legal consequences under the **IT Act, 2000** and other applicable laws

## Grievance Redressal

Students and staff must use the **official grievance redressal process** to raise concerns or complaints. Posting grievances publicly on social media is not acceptable and may lead to disciplinary action.

## Student Declaration

All students must acknowledge and sign a **Social Media Use Declaration** during admission, along with the anti-ragging and code of conduct forms.

## Best Practices while on Social Media :

- To use a courteous tone.
- To not share content that could harm your or others' reputations.
- Protect one's own and others' privacy online.

- Maintain digital dignity—as once posted, content may remain accessible forever.