

# Gateway Education

File No: GE/HE/DG Office/2025/121

Date: 25 Jul 25

## OFFICE ORDER

### Dress Code for Students: Gateway Higher Education

#### Wearing College I-card is mandatory while in campus

1. Formal dressing makes you feel confident everywhere including campus and gives you energy & grace. Formal dress not only improves your image but also the institution you represent. Hence, you must be in proper attire and presentable form in the institution.
2. All students are required to follow the dress code as mentioned below: -

#### Academics [9:00AM to 3:30PM (GIET) 6:00PM (GCAD)]

##### 2.1 Weekdays (other than Wednesday)

###### Girls

- 2.1.1 Formal shirt, T-shirts, Kurta/ Kurti with Jeans/ Legging/ Formal Pants, Salwar Kameez, Blazer, Sweater, Pullover in winters is allowed.
- 2.1.2 Clothing with extreme skin showing is not allowed.
- 2.1.3 Short Sleeveless Tops, Backless/ Deep Neck wear are not allowed.

###### Boys

- 2.1.4 Full Trousers, Jeans, Shirt / T-Shirt, Jackets etc.
- 2.1.5 Shorts, Bermuda, half pants, cargo, track pants, blankets etc are strictly not allowed during the working day of the Institute for any reason.
- 2.1.6 Rough/ Ripped/Torn/ Faded jeans/ denims are not permitted.
- 2.1.7 Display of any Profanities/ Promoting use of unethical substances in any form on the dress are strictly prohibited.
- 2.1.8 Long Hair/ Beard/ Coloured Hair is not permitted in the campus. In case of long hair they must be tied up neatly.

**Footwear:** Both Sports & Leather shoes, sandals are allowed but bathroom rubber slippers/ Cross are not allowed in campus during academic hours.

2.2 Wednesday/ Day of Conference/ Expert Session/ Seminar/ Industrial Visit/ Placement etc.

###### Girls & Boys

- 2.2.1 A formal uniform with white shirt and black/ blue trousers to be worn on these days.

- 2.2.2 White shirt should be pure white with crisp white collar.
- 2.2.3 Pants or trousers should be black/ blue and well ironed. Black Jeans in lieu of black pants are strictly prohibited.
- 2.2.4 Sleeves of the shirt should be full with clean buttoned cuffs.
- 2.2.5 The shirt should have simple buttons with no flamboyant colours.
- 2.2.6 Accessories can be worn such as watch, neck covers and ties as long as they look good.
- 2.2.7 Girl's shirt and pants should be of well-fitting and professional looking, Skin-fit not allowed.
- 2.2.8 Gateway Education T-Shirts to be worn on academic days as specified by respective Principals.
- 2.2.9 **For GCAD only - GCAD students on Wednesday can wear plain black shirt/ tops due to informal events being organized on need basis with the permission of Principal GCAD.**

2.3 **Labs/ workshops:** Wearing Laboratory coat/ aprons during Chemistry Lab days/ workshop is mandatory and other lab outfits to be worn as per the requirement for other courses.

#### 2.4 **Sports (Non-Academic Hours)**

Sportswear as per the concerned activities are allowed in the designated playing area.

#### 2.5 **Hostel**

- 2.5.1 All hostellers are advised that they must come from their respective hostels with full trousers, shirt/ T-Shirt, jeans.
- 2.5.2 Night dress permitted within the premises of the hostels only.
- 2.5.3 **It is mandatory for all Hostel Residents, that they must wear/ show college ID Card while going out and coming back to the Gateway Education Campus.**

#### 2.6 **During festival/ annual fest etc**

- 2.6.1 During Annual fest & festivals – Dress as per the occasion shall be worn by all students.
- 2.6.2 The dress worn should not cause any negative distractions/ inconvenience to other students.
- 2.6.3 Display of Profane/ Bad Language/ Promoting use of Drugs, Alcohol or Tobacco in any form **embossed** on the dress will not be permitted.
- 2.6.4 Sleeveless Tops, Backless/ Deep Neck wear are not allowed.
- 2.6.5 Spaghetti tops not allowed.

### 3. Additional guidelines

- 3.1 In case of violation of dress code, the students concerned will be asked by the concerned faculty/ coordinators/ HOD/ Deans/ Principal/ Director to leave the campus immediately and action will be taken as per discipline policy of the institute.
- 3.2 With all these rules, students must notice that these are not restrictions and should be taken positively. In educational premises, one is supposed to be dressed a certain way i.e. formal to present a professional attitude towards your education.
- 3.3 Every student is expected to maintain the sanctity of the Academic Institute in the truest tradition.
- 3.4 Toffee, chewing gum, mouth fresheners, cigarettes, tobacco, alcohol, drugs, pills, aerated drinks etc are strictly prohibited inside the campus.
- 3.5 Accessories such as chains, bracelets, necklaces, rings (original or artificial, including diamond, gold, or silver), headphones, earphones, pins, tattoos, bands for hair or hand are not permitted.
- 3.6 This is to hereby mention that the college does not support any kind of discrimination between any genders & all kinds of self-expression are supported.
4. These instructions may be forwarded to all faculty and students of respective colleges for implementation with immediate effect.
5. The Office Order issued vide DG Office letter no GE/HE/DG Office/2024/34 dt 08 Jul 24 stands superseded.

***"Let's be proud Gateway Students by dressing up smartly"***

  
25 JUL 25  
Dr. (Col) A Garg  
Director General

**Distribution:** Principal GCAD, Principal GIET, Principal GCP, Director Admissions & Placements, Dean Academics, Dean R&D, Dean SW, HoD DCS, HoD DMS, HoD DCA, Head AS&H, Head IIC & E, Head Consultancy Cell, Head Admin & EEM Cell, Registrar, Head HR, Head Maintenance & Stores, Head Purchase, Head ITS, All Faculty & Staff (GCAD & GIET)

**Copy to:** Chairman, Executive Chairman, Executive Directors