

HOSTEL RULES

1. Hostel shall be allotted to the regular students 2nd & 3rd year strictly on the basis of merit of the previous year examinations & conduct. For first semester students rooms will be allotted by NCHMCT according to merit.
2. Separate undertakings in the form of affidavit must be given by the student and his/her parent/guardian as stipulated in the college website/rule book before the allotment of Hostel. The format is given in rule book Annexure "A" & "B".
3. Each room is to be occupied by the number of students it is meant for.
4. On allotment of a room to a student/group of students, they should check up all the room fittings, electrical fittings, fixtures and the furniture in the room. They should sign a receipt for the fittings/fixtures & furniture in the room in the record register.
5. Every boarder is provided with a chair, a table and a cot. He will be responsible for the items given to him/her. Furniture is not to be removed from one room to another.
6. Every boarder is to see that no damage is done to the Hostel property. Common Hostel furniture or fixtures must not be moved without the permission of the Warden.
7. If any individual or group is identified to have caused the damage to the property of Institute, double the cost of damage will be recovered from him/her/group.
8. If damage is done in anyone of the hostel rooms and the hosteller(s) is/are not identified, then double the cost of damage will be liable to be recovered from the room-mates collectively.
9. If a damage is done outside the rooms, i.e., in common places like corridors, bathrooms, etc., and the hosteller(s) is/are not identified, then double the cost will be liable to be recovered, floor wise or block wise or on the whole as the case may be.
10. Hostel Inmates found guilty of causing repetitive damage to Hostel property will be liable to strict disciplinary action, which even includes expulsion from the Hostel.
11. Each student shall stay in the room allotted to him/her and shall not change without the permission of the warden.
12. Any resident desiring to go out of station (weekends & holidays) or stay outside overnight must take the written permission of the warden during the Institute hours. For weekday leaves approval of Principal is required along with Year Coordinator & Hostel Warden. Both weekday & weekend leaves should be approved by parents. Every leave must be recorded in the leave register and an entry must be made in the register available in the office of the Hostel Warden before leaving the hostel.

Students absenting themselves from the hostel beyond specified hours without prior permission from Warden will be considered as a case of indiscipline & unauthorized absence & liable to strict disciplinary action.
13. A boarder may be expelled from the Hostel by the Principal, if the boarder is in the habit of staying away without the permission or found guilty of misconduct or indiscipline.
14. The hostel can be got vacated at any time by the Principal of the Institute without assigning any reason. The Principal or the authorized representative reserves the right to modify, alter or add to the rules at any time at his discretion & without notice.

15. No boarder should see the Principal for ordinary matters. Class Teacher/Hostel warden is the right person for such matter.
16. Warden shall act as the disciplinary authority on all general matters relating to Hostel on behalf of the Principal. Only in exceptional cases, if any, the matter shall be referred to the Principal.
17. Ragging of students admitted to the Institute is totally banned.

The Hon'ble Supreme Court of India has given a more comprehensive meaning of ragging as under:- "Ragging is any disorderly conduct, whether by words spoken or written, or by an act which has effect of teasing, treating or handling with rudeness any student, indulging in rowdy or indiscipline activities which cause or are likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in a fresher or junior student and which has effect of causing or generating a sense of shame or embarrassment so as to adversely affect the psyche of a fresher or a junior student." Any student reported to have indulged in any sort of ragging even in the name of introduction will be expelled from the hostel besides other disciplinary action and such student(s) shall have no right for refund of any dues except the caution money.

18. Entry/ exit of Boy Hostel Boarders at College Main Gate will be restricted as under 05:00 A.M. to 08:30 P.M. Beyond these timings, entry/exit at the Main Gate will be with the permission of the Warden.
19. Entry/ exit of Girl Hostel Boarders at College Main Gate will be restricted as under 06:00 A.M. to 07:30 P.M. adjustable to the weather conditions and as decided by the Warden of the Girl's Hostel. Beyond these timings, entry/exit at the College Main Gate will be with the permission of the Warden.
20. For Hostel entry/exit timings the time to time notification by the Warden shall be binding for all Hostellers.
21. Late comers seeking entry in the Hostel after the time as notified by Warden will be subjected to heavy fine/ disciplinary action.
22. All students while entering/ exiting the hostel, will make relevant entries in the Entry/Exit Register kept at the respective Hostel Security Posts. Else it will be considered as an act of indiscipline and liable for disciplinary action.
23. Attendance in hostel is mandatory. The responsibility of giving attendance at night will always be that of the students.
24. Wrong entry, improper/ lack of entry in Entry/Exit Register, impersonation in any form, tampering with the entries, proxy attendance and misguiding the staff in any manner shall be punishable.
25. Any meeting (parties or social gatherings) to be held in the hostel premises should have the prior approval of the Principal/Hostel Warden. Students holding unauthorized meetings will be expelled from the Hostel.
26. Nobody other than the bonafide occupant of that particular room should be present in that room after 10:00 P.M.
27. The common room will ordinarily open at 7-00 a.m. and shall be closed at 10.00 p.m. For any deviation, the permission should be sought from the warden.

28. Hostel will observe 'silent hours' between 11:00 p.m. to 06:00 a.m. on all days. Every resident must retire to his/her room by 11:00 p.m. This is to give all residents an opportunity for self-study. Residents are forbidden to play music, sing aloud, resort to shouting or to make any other kind of noise likely to distract the attention of those who may be studying. Additional silent hours may be effected on a required basis.

29. Visit to hostellers is permitted from 09:00 A.M. to 06:00 P.M.

No visitor including Day Scholars is allowed in Hostels without Warden's permission. In case any unauthorized occupant is found in any Hostel room, the bonafide inmates of the room shall be liable for disciplinary action.

Entry of male members is not allowed in the Girl's Hostel premises beyond the Girl's Hostel Security Post. Special reasons should be approved by the Warden.

30. Students are not allowed to stay in the hostel during the class hours unless the stay is unavoidable due to illness or any other valid reasons. In such cases a permission to be obtained from the concerned warden & class teacher.

31. No electric appliances other than laptops & the standard fittings duly prescribed, are permitted to be used in the room(s). If found the appliance will be confiscated & fined as deemed appropriate by the authority.

32. Possession / distribution /Consumption of Alcohol, Tobacco, Gutka is strictly prohibited. Anyone found doing the same will be fined.

33. The residents of the hostel are not permitted to keep any inflammable material, fire arms or any other objectionable material in their rooms.

34. Residents of the hostels are not permitted to write, draw or paste on the walls of rooms, corridors and bathrooms. Such actions will be fined as deemed fit by Warden.

35. All cases of illness should be reported to the hostel warden immediately.

36. In case of any unacceptable behavior by the room-mate, the other roommate must report it to college authorities.

37. Vandalism is a very serious offence. Hostellers found guilty can be evicted from the hostel.

38. Room not to be left open and unattended when going out of the room. The college bears no responsibility of any of your belongings missing from the hostel. It is advised not to keep more than Rs. 1000/- cash in hand at any point of time.

39. The cleanliness of the rooms is the duty of the occupants.

40. The common facilities are i.e. the Common Rooms, Corridors, Bathrooms etc. are to be kept clean and hygienic all the time.

41. No debris is to be thrown in the corridors or out of the balcony/ windows. Debris is to be thrown only in the dustbins provided in the hostels.

42. Drying of cloths outside designated area and stacking dirty clothes in the room is not allowed.

43. All lights and fans to be switched off when leaving the room. Any violation shall be fined as deemed fit by the Warden.

44. After every use of toilet proper flushing is to be done.
45. Water should be carefully used and not wasted.
46. No playing in the corridors is allowed.
47. Loud singing and playing music system and musical instruments in the room(s) are forbidden.
48. All wards should enter the mess only the decent dress. The dress code deemed fit by the Warden is final & binding to all Hostellers.
49. No Diner should waste food. And shall interact with mess staff in a courteous manner. After eating shall leave the utensil at its designated place/ bins.

50.

Timings

Timings	From	To
Breakfast		
Lunch		
Evening Tea		
Dinner		

No one is allowed to dine in the room unless in the case of sickness. The dirty plates are not to be kept without washing.

51. In case of opting out/ expulsion of the Hosteller during the semester, the refund would be as follows:-
 - i. Hostel Charges- No refund for the remaining period.
 - ii. Mess Charges- Refund is admissible month wise only, not on day basis.