

RULES & REGULATIONS

The students seeking admission to the college hostels are required to abide by the rules & regulations listed below.

1. Only the students who are enrolled as regular students of the institution to which the hostel is attached will be eligible for admission to the hostel.
2. The allotment of room/ block / hostel shall be decided by the hostel authority and students will have no right to ask for particular room/block/hostel.
3. Every student is required to pay Rs. _____/- as admission fee, Rs. _____/- as Hostel Deposit (refundable) and Rs. _____/- as Term fee (Total Rs. _____/-) along with the admission form. The fees for second term is to be paid within 7 days of starting the term/Semester.
4. If the student leaves the hostel within 10 days from the date of admission (Date of hostel Fee Receipt), only 50% of the total term fees shall be refunded. No fees will be refunded after 10 days from the date of admission (Date of Fee Receipt).
5. If a student wish to stay in a hostel for 15 days or less, he / she has to pay Rs. _____/- as room rent per day. For more than 15 days room rent will be Rs. _____/- per day.
6. It is compulsory to take food in hostel mess for each and every student.
7. Mess bill for each month must be paid within 10th days of each month.
8. If student seeks admission in middle of the term/semester, he/she is supposed to pay the fees for the entire term/semester.
9. Student shall keep their rooms neat & clean and see that the cleanliness in general be maintained in the hostel premises under their use.
10. Each student is required to abide by the rules and regulations of the hostel enforced from time to time.
11. Without taking prior permission of the hostel warden / care taker, no student shall be allowed to leave the hostel Premises. Without producing prior written permission of parent/guardian, no student shall be allowed to go out of station.
12. Students shall immediately on occupying the room, sign the list of furniture and fixtures allotted them. They are required to utilize the hostel property carefully.
13. Shifting and interchanging of furniture and fixtures by the students is not permissible.
14. If a student remains absent without permission for 10 days continuously from the hostel his/her admission may be canceled.
15. Students are required to utilize the hostel properly carefully, failing which appropriate penalty shall be charged from him/her.
16. Students violating the rules and regulations framed for the hostel shall be punished as per the seriousness of the offence.
17. Use of heater, electric iron or any other electrical appliances is strictly prohibited. A fine shall be imposed for such use. The students should exercise utmost economy in the use of electricity. They should put off the switches when not required.
18. No student shall be allowed to meet his/her relative or whatsoever without prior permission of the warden/care taker.
19. Stay of unauthorized person is strictly prohibited. Action shall be taken on both the host & guest for such stay in the hostel.
20. The hostel admission of a student may be cancelled in the following situations :
 - a) Behaviour tarnishing the reputation of the institute.
 - b) Violation of any rule stipulated by the institution.
 - c) Students and / or parents and / or guardians behaving against the interest of the institution.
 - d) Failure in paying fees in time.
 - e) For not obeying instructions of warden / rector / care taker.
 - f) Misbehaviour or any other such activity.
 - g) Smoking, Taking Ghutka, Drugs, Drinking, Ragging, etc.
21. The students will be admitted to the hostel, if a vacancy is there, Regarding admission, the decision of management shall be final and binding to all.
22. The right of amending the existing rules and formation of new rules shall be exclusively within the purview of the management.
23. At the end of each academic year, the student is required to vacate the hostel room and handover the possession to hostel authority.
24. The hostel deposit shall be refunded on obtaining no dues certificate in the prescribed form-S.

We have read and understood all the above mentioned rules and regulations and will abide by the same.

Signature of the Student : _____

Signature of Parent(s) / Guardian : _____

Date _____

Place _____