

## Hostel Rules

All the Parents/ guardians of the students are also advised to go through the Hostel Rules carefully before applying for a seat to be allotted for their ward in the hostel, as these Rules are to be followed strictly by the students.

- i. Boarders must maintain perfect discipline and congenial atmosphere for studies in the Hostel. Any student who breaks Hostel discipline will invite punitive action which may result in fine, expulsion from the Hostel or even from the University.
- ii. All kinds of shouting, hooting, violent knocking or any other act of movement or behavior that is liable to cause disturbance or annoyance to the residents is prohibited.
- iii. No student will keep any unauthorized person in her room. If any such person is found in the room of any student, the defaulter will be liable to be summarily expelled.
- iv. Students found misusing electricity will be fined heavily in addition to the cost of repairs, if any, and the matter will be reported to the Dean Students Welfare for disciplinary action as she deems fit.
- v. Air conditioners, coolers, refrigerators, electric Stoves or any other electrical appliances needing heavy electricity consumption are not allowed. If anyone requires these facilities have to pay extra charges with the permission of competent authority. Television, tape recorder, Audio video CD player, video cassette recorder/ player are not permitted to be held/used in Hostel rooms/ anywhere else in the Complex.
- vi. Dealing in general and especially with fellow students should be courteous and polite. All quarrels and disputes with fellow boarders should be avoided. Residents must not take law into their hands.
- vii. Teasing, maltreating or indulging in any ragging is prohibited.
- viii. Residents are strictly forbidden to utilize Hostel staff for their personal work or interference with their work or maltreat them or use abusive language for them in any way. No excuse, whatsoever, will be accepted for breach of this rule. All complaints against Hostel staff should be brought to the notice of the Hostel superintendent/warden who will investigate the matter and take appropriate action in consultation with DSW.
- ix. Boarders should not keep fire arms, lethal weapons, poisonous materials or intoxicants of any kind in the Hostel.
- x. Students will not stay back in the Hostel during college working hours without written permission of the Dean student welfare or Medical Officer when placed sick in quarters.
- xi. No visitor shall be allowed to enter the Hostel under any circumstances.
- xii. Male officials or other male staff members, working anywhere in Baru Sahib Complex our not permitted to enter the Girls Hostel at any time. (Whenever any type of maintenance is required to be carried out in the girl's hostel, the activities should be supervised over by the hostel maintenance staff until they leave the hostel).
- xiii. In the event of any suspected mischief/ foul play or accidents etc. inside the rooms warden/ Superintendent along with the hostel maintenance staff can break open the affected room for investigations.

- xiv. It is mandatory for all students to be dressed up properly at all times as per the prescribed dress code while moving out of their respective Hostel for any purpose whatsoever. However, once they are inside their respective Hostel, they may change into a casual dress.
- xv. No money or article or gift is permitted to be received from or to be given to the staff or other persons located in the campus.
- xvi. In order to maintain security of the residents and their property, all belongings of Hostel residents can be subjected to security check whenever required. Similarly, materials being brought in or taken out of the Hostel may also be checked by Hostel/Security Staff for the same reasons.
- xvii. The Hostel gate shall remain locked between 7.30 p.m. to 4.50 a.m. during winter (October- March) and 8.30 p.m. to 4.50.a.m. during summer (April- September) every day for the students.
- xviii. In order to ensure their safety, honour and security, whenever the student leaves the Hostel, during authorized timings, it should not be one's or in two's but in groups of three or more.
- xix. Any sudden illness, even minor ailment, must be reported to the Hostel superintendent/ Warden by the student or friends concerned at once.
- xx. In case, a student is sick, she should report at the Akal Hospital and obtain a 'Sick-in Quarter Slip' which would be shown to the Warden/ Hostel Superintendent who in turn will inform the Department Office.
- xxi. Each student must occupy the room allotted to her by the Warden for the Academic session and no change of room will be made without permission of the Warden/ Hostel Superintendent.
- xxii. All resident students are responsible for proper up-keep of the rooms allotted to them. They will be held responsible for any damage done to furniture and fixtures, if any, in the room.
- xxiii. If any student leaves the hostel and fails to hand over to the Hostel Warden all the items of furniture and fixtures provided by the management in the room in good condition, she will be liable to be fined, apart from being required to pay for any damage done.
- xxiv. At the end of each Academic Session or before leaving the Hostel, each student must obtain a certificate to the effect that the furniture/ fixtures lent to her has been returned in good condition, from the Warden/ Hostel Superintendent.
- xxv. Water, electricity and generator charges will be as per actual. This will be revised as and when diesel price or electric tariffs are revised.
- xxvi. No student will be allowed to stay in the Hostel after the termination of the Academic Session or during the period of Holiday Breaks except with the prior approval of the Vice Chancellor.
- xxvii. Hostel warden will not allow any student to vacate the room and carry out her personal luggage/stuff till the "No Dues Certificate" is provided by the student.
- xxviii. If any student desires to leave the course due to her personal problem at any time during degree period, the student will submit an application recommended by the Class Teacher, HoD, Dean of the respective college and approved by the Registrar/Additional Registrar.

Once the application is approved, the student will get clear her “No Dues Certificate” from all the concerned and will submit it to the Account Branch (In Original), Registrar Office, Dean Student Welfare and Concerned Dean. In case, any student does not follow all such formalities, the hostel warden will inform the case to Dean Student Welfare. The Dean Student Welfare will take suitable action either by communicating with the parents of the student or with the University Management.

- xxix. Hostel rent and Messing Charges as increased by the HP Government/University Management from time to time will be applicable for all the students.