

# Central University of Haryana

Jant Pali, Mahendergarh

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## General Rules and regulation for Boys and Girls Hostel

### **1. Allotment of hostel room to a student :**

At the beginning of each academic year a duly constituted committee will allot hostel room to the students. Committee may consider following criteria while allotting the rooms to the students;

- 1.1 The Hostel facility will be provided on priority basis to those students whose permanent residence is more than 65 Km away from the university campus.
- 1.2 Rooms will be allotted as per the priority order of the type of program in order of Ph. D., M Phil and PG Programs.
- 1.3 Within a particular program if no. of students are more as compared to available rooms, academic credentials may be considered.
- 1.4 Any other criteria decided by the duly constituted hostel room allotment committee.
- 1.5 Student will have to furnish anti ragging undertaking, duly filled in hostel form, good conduct undertaking at the time of taking hostel. Any wrong information may lead to cancellation of hostel allotment.
- 1.6 Allotment of rooms to PG students will be for one academic year. At the end of the academic year they may have to vacate the rooms and fresh allotment will be made in next academic year.
- 1.7 The students availing hostel facility in the first year may be preferred in the allotment for the second year, if they wish to avail the facility.

### **2. Hostel fee :**

- 2.1 Full hostel fee will be paid by the students at the beginning of the academic year.
- 2.2 Hostel fee will be notified at the beginning of the academic year.

### **3. Upkeep of hostel rooms and assets issued to the students:**

- 3.1 Students will maintain their rooms clean and tidy all the times to ensure hygienic atmosphere in the hostel. Students will not deface or write anything on walls, gates, furniture etc.
- 3.2 Students will keep all the assets issued to them in right condition. They will not move/ exchange hostel assets from the room without prior permission of warden.

### **4. General conduct :**

- 4.1 Hostel is a place where students can study and take proper rest in peaceful, hygienic and healthy academic atmosphere; Thus students are expected to display acceptable behavior in the hostel which ensures peace and academic environment in the hostel. A student should ensure that his/her behavior is such that it in no way disturbs other student's peace, studies and rest.

- 4.2 As administrative block, academic block, boys and girls hostel are in close vicinity, Students are expected to display decent behavior for peaceful and academic environment in the campus.
- 4.3 Possession and consumption of alcoholic beverages, tobacco, smoking and any other prohibited items etc. are strictly prohibited.
- 4.4 Possession of any weapon is strictly prohibited. Playing fire crackers, using sound system, Playing Holi etc are not allowed to ensure safety, cleanliness and peaceful environment in the hostel.
- 4.5 Any type of parties or gatherings are not permitted without prior written permission of hostel warden/ university authority.
- 4.6 Hostel timings;  
Students will return to their respective hostel rooms after dinner and mark their attendance and will remain in hostel rooms (will not move out of their hostel without prior permission of warden/ any university authority, if required.) during following timings;
- Winter – 09:00 PM to 6:00 AM**  
**Summer – 10:00 PM to 5:30 AM**
- (Note: These timings may be notified from time to time.)  
If any medical or other emergency occurs student should inform security in charge /hostel warden/ or any other university authority.
- 4.7 There will be roll call at 10.15 PM in summer and 9.15 PM in winter by Hostel Authorities.
- 4.8 If a student is found ABSENT during the roll call due to late entry in the Hostel, he/she will be asked to explain the same to the Hostel Authorities and will be marked ABSENT.
- 4.9 If a student is found three time ABSENT during the roll call (without Information/Permission) he/she may be asked to present before Hostel disciplinary Committee /Proctor/DSW and if required his/her parents may be intimated the same.
- 4.10 Students will take written permission when they go out from campus to their home or for any other place.
- 4.11 Without written permission, No guest will be allowed in the hostel. During day time, if any student wants to meet visitor/ guest/ parents, he/she will make entry in visitor/ security register and meet guests/ parents in prescribed area.
- 4.12 If any guest/ visitor/ family members are found in any hostel room during routine/ surprise visits, the students to whom room is allotted will be responsible for the same.
- 4.13 There may be surprise visit by warden/ proctor/ any university authority; students are required to show the assets and room conditions in order as asked by the visiting authorities.
- 4.14 Keeping electric appliances such as heaters, TV, VCR, LPG Gas etc. are not allowed unless explicitly allowed through a notice or written permission. Cooking is not allowed in the hostel rooms.

4.15 Students should ensure that electricity appliances are switched off when not in use.

4.16 Students should keep their rooms, almirah etc. locked when they move out of room to ensure safety of their belongings and hostel assets.

**5. Mess Rules:**

5.1 Mess rules, timings and charges will be separately displayed by mess warden/ committee.

5.2 Students should not bring mess food/ utensils in hostel room.

**6. Leaving of Hostel Room :**

6.1 For leaving the hostel, student will write an application and no due certificate after proper handing over of hostel assets issued to him.

6.2 If any asset is found damaged proper deduction from security / recovery will be made from the student.

**7. Suspension/Expulsion from Hostel:**

7.1 If a student violate any Hostel rule keeping in view the seriousness of the matter Hostel Warden can issue warning or may ask the student to present before the Hostel discipline Committee/ Proctor/DSW.

7.2 Hostel Warden/ hostel authorities may call students parents if it deem necessary to appraise parents about students behaviour/conduct.

7.3 Keeping in view the seriousness of the matter Hostel discipline Committee may suspend student for a week's time, award some other punishment or may expel from the Hostel.

**8. Revision of hostel rules and regulation :**

8.1 University authority reserves the right to revise hostel rules from time to time.

8.2 Any revision (by duly constituted committee/ Authorities) in hostel rules and regulations will be notified to the students from time to time.

**The student's declaration:** I have gone through above rules and regulations. I will abide by all rules and regulations issued from time to time. I will neither indulge nor instigate other students to break hostel rules and regulations; If I am found guilty of it, I will be liable for disciplinary action.

(Students name and Signature)