

# GITAM DENTAL COLLEGE AND HOSPITAL

## HOSTELS

### RULES AND REGULATIONS

The following rules and regulations should be strictly followed by the hostellers during their stay in the hostel:

1. The hostel resident should furnish correct address, telephone, mobile number of the parent/guardian. Any change of permanent address should be informed to the hostel administration at once.
2. Hostel residents will be given identity cards, which must be produced whenever required by the hostel/College administration and security.
3. Ragging is strictly prohibited. If a hostel resident is involved in any such activity, which causes inconvenience, embarrassment or hurt the feelings of others residents, which is a criminal offence, it shall be dealt severely as per rules.
4. Playing cards, smoking, consuming alcohol, using drugs and narcotics and even possession of such things is strictly prohibited. Anyone found using/possessing such things shall be expelled from the hostel immediately.
5. Hostellers are not supposed to indulge in any type of quarrel with the co-hostellers or hostel staff. They are required to maintain peaceful atmosphere in the hostel premises. Any hosteller who indulges in any sort of indiscipline, unlawful acts either on the campus or outside will be expelled from the hostel.
6. Hostellers are not supposed to possess any objectionable items. The Chief Warden / Deputy Warden is at liberty to inspect the belongings including cupboards of the hostellers, in case of any doubt or suspicion, at anytime irrespective of whether the hosteller is available or not. Hostellers are liable for expulsion immediately, if such objectionable things are found in their possession.
7. All the hostel students should maintain their hostel rooms and hostel premises neat and clean and cooperate with the hostel staff. Hostellers are not permitted to make any loud noises and create disturbance to the fellow hostellers. All the students should switch off lights and fans when they leave their room. If any intentional indiscipline is observed, suitable fine will be imposed or the student may be expelled from the hostel.
8. Posters should not be pasted on the walls/doors etc, and no captions etc shall be written on the same.
9. No student is allowed to stay in the rooms particularly during their college class timings except on genuine grounds with the permission of Chief Warden / Deputy Warden.
10. Unauthorized changing of rooms is not allowed. As per the need and necessity, whenever it is required, administration can change/shuffle their rooms. In this regard objections are not entertained from the hostellers.
11. Yearly/semester renewal in the hostel is based on the student performance in the Hostel College. If any student fails or is detained in any semester, he/she will not be permitted to stay in the Hostel further.
12. All the students should pay their monthly bills (including rentals) on or before the scheduled date i.e. 20<sup>th</sup> of the month without any delay. Rentals may change time to time, as decided by the management.
13. If any student maintains his dues beyond one month, he will not be permitted to stay in the hostel.
14. Caution deposit is not adjustable to any monthly bill. This will be adjusted or refunded at the time of vacating the hostel.
15. The boarding members of the hostel are expected to take the food prepared in the hostel mess and no outside food is allowed for maintaining hygiene. No student should intentionally waste food material or spoil the kitchenware. Utensils / any material from mess should not be taken outside. Any deviation in this regard will be considered seriously and punished suitably. Boarders should maintain mess timing scrupulously.
16. Hostellers are not permitted to entertain any guests in their rooms without prior permission from the Chief Warden. If any outsider is found in the Hostel room, fine will be collected from the inmate of the room.
17. Hostellers are allowed to go out after 6 a.m. and should report back to hostel before 9.30 p.m. (in case of girls, 6.30 p.m) during holidays with permission, but are not permitted to leave the campus on working days. After arriving at the hostel, inmates should sign in the register kept for the purpose. No student is allowed to leave the premises after 9.00pm (in case of girls 5.30 pm). If any deviation is observed, suitable action will be taken.

18. Parents and local guardians are allowed only **on Saturdays, Sundays and public holidays from 4 pm to 6pm.**
19. Hostel authorities are not responsible for any loss of student's personal items such as cell phone, laptops or any other gadgets. They should take care of their belongings. It is advised, not to reveal your ATM card pin number to any of your friends or others to avoid the misuse of the same. As a precautionary measure, hostellers are advised not to bring any valuable things and cash to the hostel and also they are **advised to deposit the excess money in the bank.**
20. Security inside the hostels and on the campus is monitored by the resident Dy. Warden and security personnel.
21. The hostellers who wish to leave the station shall apply for leave and obtain permission in writing two days in advance. They shall also intimate their address of their stay during this period.
22. The hostellers permitted to receive phone calls during **6 pm to 10 pm** only. Talking in phone during late hours should be avoided, which causes inconvenience to the co-hostellers.
23. The damage to the hostel properties will be collected with fine from the student concerned, and if nobody is identified, the same will be included in general breakage damage and cost will be collected from all the hostellers.
24. Hostellers are not permitted to use iron boxes and immersion heaters in their rooms. If any hosteller is found using the same he is liable to pay a penalty.
25. Hostellers are not expected to have personnel vehicles on the campus.
26. Celebrating parties on any occasion including birthday is strictly prohibited inside the hostel.
27. Students are not allowed to play any outdoor games inside the hostel, which causes breakages and accidents.
28. Any type of personal/ group meetings and parties are strictly prohibited inside the hostel/College premises. Collecting money for such activities is banned.
29. All the hostellers should hand over the room in person at the end of semester/academic year to the Dy. warden/ Chief Warden.
30. If any objectionable exercise is made by the hostellers, they may be suitably penalized or expelled from the hostel.
31. The decision of Dy. warden/ Chief Warden/College authorities is final in all matters related to the hostel administration.
32. All the hostellers are bound by the rules in force as on date.

#### DECLARATION

This is to state that I have read the above carefully and I Mr./Ms. \_\_\_\_\_ studying \_\_\_\_\_

Hereby abide by the above rules and regulations. I am aware that I shall be liable to disciplinary action in case of any deviation from the rules.

Signature of Parent

Signature of the Student

Date: