

Living Space Hostel Rules & Regulations

1. Students should be back in the hostel before 6.30 p.m. (EC campus) 7.p.m (RR campus) Violation of this rule would not only attract penalty but may also lead to the student being expelled from the hostel.
2. If any student is staying away from the hostel for any valid reason during the study hour or otherwise, she should seek prior permission from the hostel in charge / warden. Otherwise, it is treated as violation of the rule.
3. 6.00 p.m. -7.00 a.m. is specified as study hrs. During these hours:
 - a. Every student should be strictly in their room, except when they are going for dinner.
 - b. Students are not allowed to go to other rooms for borrowing materials such as notes, calculators, medicines etc. If the hostel authorities raise any objection, the student should honor it. Arguing with hostel authorities or repeating such things will amount to violation of the hostel norms.
 - c. Transistors and cd players are not allowed normally. Even if used (with prior permission from the warden),can only be used with headphones.
 - d. No combined studies/discussions are allowed in the rooms.
 - e. Students who are going for tuitions, computer courses, project works, or the BHM students who go for the training in the night hours (ODC), etc; should give the letter along with the necessary documents to the hostel director. Hostel authorities have all the rights to cancel the permission.
4. Students are not allowed to go out without the permission of the warden from **6:30 p.m. to 7 a.m. (From EC campus)7p.m to 7 a.m. (RR campus)**
5. Students who intend to go to Local guardian/ Parents will be permitted only when the hostel authorities receive a call prior to 24 hours from parents & from a registered number i.e., the contact numbers or address the hostel authorities has to be informed by sending a fax.
6. **Local guardian (LG):** parents have to authorize the local guardian. The local guardian should be aged above 35 years. If in case the LG is student's own brother/ sister working in Bangalore, the age factor may be relaxed. The LG will have to respond to the request of the hostel authorities from time to time.
7. Students are not allowed to go to or stay over with the local guardians with the prior permission. Students have to seek permission one day in advance from the warden in the prescribed format before going. While returning from LG's place, the signature of the LG is to be obtained Compulsorily in the prescribed format. Visiting the LG without the permission will be treated as violation of the rule. Only on Sunday's students can go out for any purchases/entertainment with the written permission of the warden. They should return before 8.00pm. and as soon as they return, they should report to the warden to register their return.
8. No guests are allowed to enter hostel without the prior permission of the warden, including relatives and family members. They can only meet their ward in the reception. Visitors other than parents may not be allowed to visit unless the warden is totally convinced. Warden's decision is final and binding.

Timings 4 to 6.30pm.
9. Vehicles are to be parked in the designated place only. (Subject to availability)
10. Playing of radio or TV, use of heat convector, electrical-kettles, iron and immersion - rods are strictly prohibited inside the hostel. Non-compliance of this rule will result in immediate eviction from the hostel and forfeiture of the appliance.
11. Smoking and consuming alcohol by any student either inside or outside the hostel is strictly prohibited. Any such related material, if found in the room, amounts to serious violation of the hostel norms.

12. The dress code is to be strictly followed.
13. Ragging is strictly prohibited. Even any attempt to rag is considered as an unforgivable offence. The matter will be reported to the nearest police station.
14. **Noise pollution:** The use of megaphone is prohibited. Playing instruments /music with loud volume, causing disturbance to others, is discouraged. It is expected that hostel residents will respect each other's privacy, rest hours and peace of mind by not making undue noise. The disciplinary committee subjects' habitual offenders to punishment/censor/fines.
15. Possession and use of any inflammable/explosive material (including crackers) in any form is strictly prohibited.
16. Going on picnic/visits is strictly prohibited. The college will not be responsible for any consequence, if arises. Violation of this rule will lead to serious actions including expelling of students without any prior notice.
17. Use of mobiles, if found creating problems in the hostel may be banned. Mobile phones cannot be used **after 11pm.**
18. If the student leaves the hostel in the middle of the term due to personal reasons or because asked to vacate the hostel on disciplinary measures by the hostel authority, shall be forfeited the entire rent, maintenance and electricity paid to hostel. Caution deposit amount will be refunded at the end of the term.
19. The period of accommodation in the hostel is for one academic year and not for one calendar year.
20. Use of PCs/ Laptop is allowed only with prior permission as per the norms of the hostel. Any software is subjected to scrutiny by the hostel authorities. Objectionable material will be confiscated & disciplinary action will be taken.
21. When students are going out of the hostel on short term /mid-term vacation, students are to take prior permission from warden and they have to get letter signed from their parents in the prescribed format while returning. Going without permission under any circumstances is treated as violation.
22. When students are vacating the hostel, they have to intimate the warden in advance. They should take the "no due certificate" from the hostel Warden. If any hostelite vacates the hostel without following the formality it amounts to violation of the hostel rules. Their belonging (if any) will be seized and the hostel authorities will not be responsible for any loss of material.
23. No hosteller shall be allowed to take meal from outside during their stay in the hostel.
24. No interchange of rooms shall be allowed without prior permission of the hostel authorities.
25. Any misconduct, breach of rules, or showing disrespect to authority and nuisance to others including neighbors will not be tolerated and this can lead to expulsion from the hostel without any notice. No justification for this can be sought from the hostel authorities.
26. Parents have to intimate the hostel authorities regarding the departure of their wards at the earliest, so that the formalities can be processed without any further delay.
27. A student has to vacate the hostel along with her luggage at the end of each academic year, within three days after the last day of examination. If a hostelite desires to continue to stay in the hostel for the next academic year, the hostelite can reserve her seat by submitting the request letter in the prescribed format to the warden and the concerned authorities of the hostel. If the hostelite is permitted to continue by the hostel authority, the student can reserve the hostel accommodation by paying Rs 30000/-. Once the amount is paid, it will not be refunded even if the student changes her/his decision. In case the hostelite does not join the hostel in the following academic year, the hostelite can forfeit the reservation; such hostelites will be allowed to keep their luggage in the hostel in a prescribed place.

28. Cloak room facility to keep luggage: Those who desire to continue & would like to keep their luggage in the hostel during the brief vacation period can make use of the cloak room facility. To avail this facility the hostelite will have to give requisition letter for the same in the prescribed format and take the acknowledgement.

29. Students have to avail the facility of the mess which has been provided for them, they are not allowed to take food to their rooms. Violation of these and any other norms prescribed by the authorities will be checked from time to time, the hostelite will be asked to vacate the hostel on disciplinary measure with 24hours notice without any further notice/intimation. In these cases, the hostelite will not only be rusticated from the hostel on disciplinary ground, but would also be rusticated from the college without any further notice/intimation.

30. Aerated drinks are not allowed inside the hostel.