

General Rules for Observation by the Hostel Residents

1. A student of the School may be allotted a seat / room in any one of the hostels of the School for occupation for a limited period. Fresh allotment of accommodation shall be made for every academic session. Unless otherwise terminated, an allotment of accommodation in a hostel for an academic session shall be valid for the period beginning from the commencement of monsoon semester to the last date of holding the End-Semester examination of the immediate next winter semester.

Provided that allotment of accommodation in a hostel, to every first year M. Tech student of the School, for an academic session will, unless otherwise terminated, normally be valid for the period beginning from the commencement of monsoon semester till the end of the summer vacation following the immediate next winter semester. However, when the course requirement for an M. Tech programme requires the students to undergo industrial training at the end of the second semester, allotment of accommodation in a hostel for an academic session, to every first year student of every such M. Tech programme, shall be valid for the period beginning from the commencement of monsoon semester to the last date of holding the End-Semester examination of the immediate next winter semester.

Provided further that allotment of accommodation in a hostel, to every second year M. Tech student of the School, for an academic session shall, unless otherwise terminated, be valid for the period beginning from the commencement of monsoon semester till the submission of dissertation and completion of dissertation viva-voce examination of the immediate next winter semester.

Provided further that allotment of accommodation in a hostel, to every regular research scholar of the School, for an academic session shall, unless otherwise terminated, be valid for the period beginning from the commencement of monsoon semester till the end of the summer vacation following the immediate next winter semester or till the termination of the tenure of fellowship of the Scholar, whichever is earlier.

No student shall occupy a seat/room allotted to him/her beyond the date on which the validity of allotment of the seat/room to him expires. At the expiry of the validity of the allotment period, the allotment shall stand automatically cancelled. Whenever the validity period of an allotment of accommodation in a hostel expires, or is otherwise terminated, it shall be mandatory on the part of every student/ scholar to immediately hand over the possession of the seat/room to the hostel warden concerned. If a student remains absent from hostel continuously for ten days or fails to hand over the possession of the seat/room to the hostel warden or if more without prior permission from the hostel warden, the hostel warden may take possession of the seat/room and the School shall not be responsible for loss or damage, if any, of any or all of the personal belongings of the student.

2. It shall be the responsibility of every student, individually and collectively, to safeguard all the properties including furniture, fittings and gadgets of the hostel. For any damage

to, or loss of, any School property from a room, the occupants(s) will be held directly responsible; and for any damage to any furniture, fittings, structure or part thereof at any part of the hostel other than the room interior, inmates of the hostel shall be held collectively responsible.

Whenever any loss or damage is reported to the Chief Warden, he shall take cognisance of it and he may, on his own discretion, recover the loss, fully or partly, from the students, individually or collectively as the case may be, by imposing fine, the amount of which shall be decided by him on a case to case basis. On any such matter the decision of the Chief Warden shall be binding and final.

3. Every student shall be properly dressed in the hostel at all the time. Every student must be in possession of his/her identity card at all reasonable time and must produce the same when demanded by an authority/officer. In the rooms the students should keep only such personal belongings/items as are required for study, bedding, clothing and purposes incidental thereto.

No student shall keep with him /her any electronic/electrical gadget/instrument and/or computer without prior approval of the Hostel Warden. The hostel warden shall not permit any student to use/ keep any electric heater / cooler or any other power consuming gadget which in his / her opinion in high energy consuming.

Every student, at the time of occupying a seat / room in a hostel, shall furnish a list of costly items he/she keeps at the hostel, to the Hostel Warden concerned.

4. Every student permitted to keep with him/her any audio system shall keep the system in his/her room only. Every such student shall ensure that the system is never played in a manner so that its sound is audible from outside the room where it is played. Every such student shall ensure that the system is not played when objected to by his/her roommate.

For the purpose of this rule an audio system shall mean any instrument capable of producing sound.

5. No student shall be involved, directly or indirectly, in any fighting, gambling, anti-social activity, ragging, strike, picketing, gheraos, fasts, arousing of the sentiments of the students in public etc. Every student shall refrain from using any outside agency for redress of grievances. No student shall be in possession of any alcoholic beverage or intoxicating drugs or any other substance or arms. No student shall consume any alcoholic beverage or intoxicating drug or substances.

No student shall indulge in any act of holding any meeting, party or function in the hostel without prior written permission from the Chief Warden.

Mess-party may be organised with prior written permission from the Senior Hostel Warden. However, it shall be the responsibility of every boarder of the mess holding

the party to ensure that such a party, when organised does not cause any discomfort to other student.

6. It shall be the responsibility of every student to ensure that no screening of films or video shows are organised in the hostel without prior written permission of the Chief Warden.
7. No student shall display any obscene poster or calendars, wall writings, etc. in the rooms or anywhere else in the hostel.
8. No student shall indulge in any act involving transfer of articles, fittings, furniture or gadgets from Common Room, Dining Hall, Kitchen, Passage, Foyer, Portico, Warden's Office, Store Computer Room etc. to his/her room or to any other place.
9. No student shall allow any Guest/Visitor/Outsider or his/her parents to enter in his / her room or allow such Guest/Visitor/Outsider/Parents to stay in a hostel room.
10. In the Boy's Hostels, parents and visitors may meet a student in the common Room/Visitors Room/Warden's Office between 16.30 hr to 21.00 only.

In the Boy's Hostels, female visitors shall not be allowed. However a mother may, having obtained written permission from the warden, meet her son in the visitors' room between 16.30 hr to 19.00 hr only.

Every visitor to a hostel shall enter his/her name and make necessary entries in the register kept for the purpose.

11. In the Girls' Hostel, male visitors shall not be allowed. However parents/guardians may, having obtained written permission from the warden, meet their daughter/ward in the visitors' room between 16.30 hr to 19.00 hr only.
12. Every student, desirous of leaving station, shall apply to the hostel warden in a prescribed form stating reasons, period, destination and contact address for the days of absence. No student shall leave the station without obtaining prior written permission from the hostel warden.
13. Every student shall be present in his/her room from 22.00 hr to 6.00 hr.
14. Every day the main gate of the girls' hostel shall be closed at 19.00 hr and it shall be locked by the hostel prefect or any other student deputed by the warden and the key shall be kept in a common place inside the hostel. The main gate of the girls' hostel will remain locked from 22.00 hr to 6.00 hr.
15. Any girls student desirous of remaining outside the hostel premise for visiting Central Library or the Computer Centre shall enter the details of their whereabouts in the temporary absence register kept for the purpose.

16. Every student shall, with prior approval of the hostel warden, take membership of one of the messes established in the hostel in which he/she resides. Subject to the provisions of the Mess Disciplinary Rules issued by the Chief Warden from time to time, students shall run their own mess. However the School may provide necessary facilities like furnished dining hall and kitchen.
17. It shall be responsibility of every mess manager to ensure that the details of every mess servant employed in the mess is furnished at the Wardens' Office of the hostel where the mess operates.
18. No student shall indulge in any act, which may disrupt the running of the hostel or School or which may be detrimental to the maintenance of Environment conducive to the pursuit of knowledge or harmonious relationship among different people living in the Campus.
19. No students shall indulge in an act, which brings the School and its faculty members, officers or authority's disrepute of any kind.
20. The Dean of Students Welfare may, in the interest of smooth conduct of the business of hostel administration and/or for the purpose of improving the living condition and/or for the purpose of prevention and/or control of untoward incidences, issue directions, orders, circulars, notifications etc from time to time, and any such direction, order circular, notification etc. shall be treated as a rule framed under these rules.
21. When every a dispute arises regarding interpretation of one or more provisions of these Rules the matter shall be referred to the Dean of Students Welfare and the interpretation given by him shall be considered correct and final.
22. VIOLATION OF ANY OF THE RULES LAID DOWN ABOVE SHALL ATTRACT DISCIPLINARY ACTION.