

**VISION BULDANA EDUCATIONAL & WELFARE SOCIETY'S HOSTEL**  
**CHIKHLI ROAD, YELGAON, BULDANA – 443001 (M.S.), INDIA**

**Hostel Rules and Regulations**

**Objective**

*Hostels for students are run with the primary objective of providing them a “Home away from home” where they can feel at ease and put in their best. The hostel atmosphere certainly provides self-confidence, instills discipline in the minds of students, and provides scope for developing ideals of a harmonious communal living to enable them to share the joys of camaraderie and fellowship. Self-help and a spirit of accommodation for the common good are some of the virtues expected from the inmates.*

**1. Admission**

- Application for admission to the hostel should be made in the prescribed form, which can be had from the hostel office.
- A responsible person, parent / guardian who will comply with the formalities and procedures for admission must accompany the candidate. No student will be allowed to stay in the hostel without formal admission. The hostel administration may refuse admission to any member without assigning reasons. Every student before admission to the hostel must give an undertaking in writing that he will abide by the rules of the hostel and that he will submit to the discipline imposed on him by the authorities. This shall be confirmed in writing by the parent / guardian also in the attached declaration form.
- Hostel Fee: The student shall pay Hostel fee for one year as onetime payment. The term for the hostel fee is one academic year as per the academic calendar of the respective programme of the concerned institute. The fee shall be paid by Cash/Demand Draft /Electronic Transfer.
- Admission to a Hostel is provisional and will be confirmed only after approval from the Campus Administrator/Warden/Competent Authority.

**2. The hostel facility**

- The support staff provided at hostel is to facilitate your stay and make it as comfortable as possible. Please treat them with respect. If you have any problems with them, please direct your complaints to the Warden, rather than handling them yourself.
- The hostel provides a cot, a study table and a cupboard. Hostel has solar hot water facility, Mineral water, Water cooler, TV in TV hall and Common Reading Room. Mess is conveniently located close to the hostel.

**3. Room Allotment/Shifting Room**

- VBEW'S treats all its students equally. Your roommate is entitled to equal rights of occupancy and access to any material of common use. We expect you to have a courteous

attitude towards your roommate and not indulge in any activity that is not in accordance with common code of social conduct.

- Allotment is done by the Warden in consultation with the Principal of the Institute. Each room can accommodate maximum of 3 students. Students shall not interchange their room with another student or shift into vacant room/ bed without prior written permission from the warden. The warden has the right to shift any student from his room to another room in the hostel.

#### **4. Attendance of Students in Hostel**

- Undertaking form will be taken from students for attendance.
- Attendance will be taken by the Rector/Warden at 08.00 am in morning and 09.00 pm at night. Hostelite has to sign the attendance register every day and night. The late comers will be fined as per rules. After 09.00 pm student is not allowed to go out of the hostel. Going out of hostel will lead to fine.

#### **5. Silence**

- The hostels being a part of the College premises deserve a sacred status. Use of bad and abusive language should be avoided within the hostel / College premises.
- Strict silence shall be observed in hostel. Care should be taken at all times to ensure that music/loud talking is NOT audible outside the room.
- TV volume must keep low.
- Any manner of festivities and noise making/celebrations will not be entertained, which may cause disturbance to other inmates in the hostel premises. No gambling of any kind shall be allowed in the premises of the hostel.

#### **6. Cleanliness**

- Students shall keep their room, verandah and surrounding areas tidy, neat and clean at all times and shall not throw anything including rubbish, in such places or any premises in the hostel except in the dustbin or the place specifically provided for the said purpose.
- No wet clothes should be dried on the furniture or in corridors/ balconies. The Warden has the right to confiscate any such clothes hung for drying in the balconies. No students shall store any cooked food in the room.

#### **7. Ragging**

- Ragging in any form is BANNED. It is a cognizable offence and violation will invite action as per law of the land in addition to rustication from the hostel/Institute.
- Being a silent spectator and not reporting/stopping others indulging in ragging is also an offence and will invite similar disciplinary action.

- Accepting/undergoing ragging and not reporting to this is also an offence. Please report any incident immediately to any member of the Anti-Ragging Committee/Warden/Campus Administrator/Security Personnel directly at any time of the day/night.
- Ragging is a cognizable offence. Ragging in any form is strictly prohibited and they are advised not to indulge in any form of the same; severe action will be taken against those who indulge in such activities as per Govt. orders and College/University rules.
- Hostelite has to fill government antiragging undertaking at [www.antiragging.in](http://www.antiragging.in).

## **8. Fixture**

- No student shall bring or store any firearm, ammunition, explosive and inflammable goods in the premises of the hostel. Student shall not bring any extra furniture or other fixture in the room. All furniture and fixture in the rooms allotted to students must be cared for properly. In case of damage to any part of the hostel buildings, furniture, apparatus or other property of the institute, caused by inmates of the hostel, the loss shall be recovered from the persons identified as responsible for such damage. However, if the persons causing damage cannot be identified, the cost of repairing the same as may be assessed will be distributed equally amongst all the inmates of the hostel or group of inmates of the hostel found responsible for the damage.
- Interchange of Furniture/Fixture: Students are prohibited from interchanging any furniture/fixture from one point/location in the hostel to another. Besides a penal recovery, students involved in such activities will be expelled from the hostel.
- If any common property is damaged or lost, the same shall be charged in equal shares to the students who are in common use of that property. Students shall not drive any pegs or nails into walls or stick posters on walls, windows and doors.

## **9. Alcohol / Drugs / Smoking**

- Students shall not bring, take and/or drink any alcohol/ intoxicating drink, drug or substance of any kind what so ever and/or smoke in the room and/or any part of premises. The same shall apply to visitors also. An occurrence of such behavior shall invite strict disciplinary action leading to rustication from the Institute.
- No student should keep any fire-arms, lethal weapons, poisonous things or intoxicants of any kind in the Hostel. Students must not take law into their own hands, but must report all disputes to the hostel Warden In-charge/Warden. All kinds of shouting, fighting, gambling, stealing, violent knocking, maltreating or abusing are strictly prohibited. In such cases offender will be handed over to Police immediately.

## **10. Electricity Restrictions**

- No electric appliances shall be permitted in the room, failing which the Warden/Rector/Campus Administrator will have the right to confiscate the gadget. The lights in the bathroom should be used only as and when necessary and shall not be kept on when

the bathroom is not used. While leaving the room students should take care to put off the lights and fans without fail. In case of default, a fine will be charged on every such occasion.

### **11. Holiday/Night out permission/Picnic**

- Hostelite/ Boarder may be permitted to go home during holidays with written permission from parent along with the copy of the ticket, to be submitted to and approved by the Warden/Rector/Campus Administrator.
- The boarder shall have to vacate accommodation as and when asked for. All the boarders shall vacate the hostel rooms before they leave for the summer vacation so that annual repairs and white washing are carried out. All the hostel articles issued to the students are returned to the caretaker before the students leave their rooms. They will be responsible for any loss.
- Night out shall not be allowed without the substantial reason. Night out in the permissive sense is hereby abolished. The Directors may still permit the students in exceptional circumstances for academic purpose and it should be conveyed to the Warden/Rector/Campus Administrator in writing at least one day before the Night out.
- The inmates of the hostel will not leave the hostel premises on holidays for the purpose of excursion or picnic. Prior permission of the Warden In-charge/Warden has to be obtained for going for any picnic or excursion. However for any eventuality that may occur during picnic/excursion, the responsibility does not lie with the Institute authorities.

### **12. Visitors/Parents**

- The Guests must make entry in the "In/Out Register" kept at Hostel.
- Guests are not permitted to stay overnight in the room of the students. The student must get permission for keeping his guest in room of the Hostel from the concerned Warden In-charge. A boarder keeping a guest without permission is liable to be fined.
- Resident students are not permitted to invite any outside person to address any meeting in the hostel without written permission of the Warden/Rector/ Principal.

### **13. Suggestion Box/Register**

- Suggestions and complaints should be either deposited in the "Suggestion Box" or should be entered in the "Suggestion Register" kept in the hostel premises.

### **14. Notice Board/I-Cards**

- Boarders must look up the Hostel Notice Board regularly.
- Hostel inmates are supposed to keep I-cards with them and must present the same to any hostel or institute authority whenever asked for. Students must always carry their Identity Cards with them. The Warden Team member or any authorized member of the Institute staff can inspect the room of any student in the hostel at any time.

## **15. Medical/Health care**

- Hostel inmates are supposed to take care of their health themselves. Student suffering from infectious disease has to leave for medical treatment to proper clinic/hospital or isolated place.
- All cases of illness should be reported to the Warden In-charge. In case of need for hospitalization, student should inform his parents / guardian. Parents / guardian are required to communicate to the concerned Warden In-charge in this regard.
- In case of an emergency students may shift the patient immediately to a hospital and inform the authorities at the earliest.
- A student suffering from infectious/contagious diseases will not be permitted to stay in hostels. Decision of the Warden in this regard will be final and binding.

## **16. Safety**

- Students are advised not to keep excess cash or any valuables in their hostel rooms. They are cautioned to be very careful about safety of their belongings.
- They should close their rooms securely when they leave the room even for short periods or when they are sleeping.
- Hostel authorities will not be responsible for any loss of money, jewelry or personal belongings of any student.
- However, in the case of theft, the matter should be immediately reported to the concerned Warden In-charge and Chief Security Officer (CSO) of the Institute.
- All matters relating to differences among students and complaints against theft shall be brought to the notice of the hostel management. No police complaint will be lodged by the student before taking prior permission from the hostel management.

## **17. Other Instructions**

- Every student residing in the hostel must join the mess attached to that hostel. Individual cooking is not permitted. They are not allowed to cook anything in their rooms. Every inmate of the hostel shall pay the mess bill, Electric bill and other charges as per the notified schedule failing which fine will be imposed as decided by the hostel authority.
- Do not waste food. Do not throw food stuff here and there like in the basin or toilet or outside the building.
- Garbage and wastage only be put at garbage box/Dust bin available nearby hostel premises.
- Students have to use water and electricity judiciously. If fan, tube, etc., found ON in the absence of the students at their rooms, fine will be charged by hostel authorities.
- Inmates are prohibited from obscene drawings/writings on the hostel walls and rooms. Heavy penalties will be imposed on students/group of students indulging in such writings.
- No student shall use the service of a hostel housekeeping person for personal work.
- Do not misbehave with the Security personnel/Cleaning staff/Technicians

- Any complaint from the neighbors/society will result in strict action.
- Playing music/record player etc. loud enough to cause disturbance to his neighbor(s) is prohibited
- All the hostellers are to note that electrical/carpentry/plumbing complaints should be given in writing to Warden or written in the complaint register available in the hostel office.
- No function or celebration shall be organized at hostel premises except with the permission of the Warden
- Formation of association of students on the basis of regions, caste or creed is not permitted, during their stay in the hostels.
- No Boarders should see the Director/principal/Management for ordinary matters. Warden In-charge of the concerned hostel is the right person for such matters. In next step they can approach to the Chief Person.
- The Management has the right to discontinue Hostel accommodation given to a student on account of misconduct and/or violation of rules and regulations.

**Note: VBEW'S reserve the right to change these terms and conditions at any time and you agree to abide by the terms and conditions.**