

# DR. MEGHNAD SAHA COLLEGE

## Minority Boys' Hostel

### Rules & Regulations for the Boarders

#### NON-COMPLIANCE WITH THE HOSTEL RULES WILL BE DEALT WITH STRICTLY

- Hostel accommodation is allotted at the discretion of the College authority based on the guidelines of operation, provided by the Department of MA & ME, Govt. of West Bengal which states three parameters:
  - Economic condition of the student: Priority shall always be given to students who are more economically backward in comparison to others. Greater weight-age shall be given to this parameter.
  - Merit: Merit shall be second in priority after economic condition for short-listing the applicants.
  - Distance from the Hostels: Distance shall come third in terms of priority for screening the applications for admission. Students residing at far off places shall get priority over students residing nearby.
- The allotment is done on condition that the student agrees to abide by the rules and regulations of the hostel.
- The College authority can refuse hostel facilities without assigning any reason /remove a resident from the hostel on disciplinary grounds, in which case, the student may even be required to vacate the room at short notice.
- Students may also be required to shift to alternate accommodation at short notice due to administrative reasons.
- Students must occupy rooms/ beds specifically allotted to them. They are not allowed to change rooms/ beds except with the written permission of the Super/ Warden/ Authority.
- The Hostel will remain closed during the vacations longer than 14 days. No boarders are allowed to reside in the hostel during the vacation.
- Ragging in any form is banned inside and outside the campus. Strict action will be taken against those indulging in ragging. Suspension and or withdrawal from the hostel/college are one of the actions taken immediately. To be noted that Supreme Court has also defined ragging as a criminal offence.
- Complaints if any, applications shall be made in writing address to the Convener of the Hostel Committee and handed over to the hostel supervisor. Complaints will be resolved expeditiously by the authority and will be informed to the residents about the resolution.
- Residents of the hostels are not permitted to convene meeting of any sort in the Hostel premises without the prior permission of the authority. Disobedience of this rule will be severely dealt with.
- Attendance of all the boarders will be taken at 09:00 am and 09:00 pm every day.
- Hostel entrance will remain closed between 09:00 pm and 6:00 am every day. No entry and exit is allowed during this hours without proper permission from the Super/ Warden/ Authority.
- Absence in the hostel will not be entertained. The boarders who wish to take a leave should inform the Super/ Warden/ Convener of the Hostel Committee in black & white in priori.
- Residents are not permitted to have any type of motor vehicles. Management does not take responsibility of the vehicles. Parking of two wheelers in the hostel corridors and under porticos is strictly prohibited.
- Any damage to hostel property will be made good by the residents who are responsible for such damage. This includes driving in of nails, defacing of walls, damage to fixtures and furniture. Fine will also be levied in addition to disciplinary action.
- Smoking, Alcohol & Narcotic consumption is strictly prohibited in and around the Hostel premises. Strict action will be taken against offenders.
- Strict adherence to the prescribed dress code is required. Decency in dressing & demeanor is a must.
- Loitering in the Hostel campus during the class hours will not be appreciated.
- The Management & Staff will not be responsible for personal belongings.
- Late comers will be penalized.
- Students must keep the Campus & Rooms clean. Defacing walls, equipment, furniture etc., is strictly prohibited.
- Birthday/Other Celebrations are strictly prohibited in Hostel.
- Students must turn off all the electrical equipments & lights before leaving their rooms.
- Students are not allowed to use electric stoves, heaters etc in rooms except in designated places.
- Students are not allowed to organize any group activities in their room.
- Food will be served only in the designated Dining Hall(s) and only during the specified timings. Wasting food & water will not be encouraged.
- All lights must be switched off before 11 pm in the rooms. Only study lamps are permitted.
- Students are not allowed to use Mobile phones after 10 pm. Cell phones of those at fault will be confiscated.
- Tipping of Wardens, Security Guards, Cleaning staff etc., is not permitted.
- Visitors are allowed only in AV Room between: 4:30 p.m. and 6:30 p.m. Visitors are not allowed beyond the visiting area. No outside Guest\Students will be allowed inside the hostel.
- Any complaints regarding electric equipment, plumbing etc., is required to be entered in the 'Complaints Book'.
- Students should not enter rooms of other students without permission.
- Silence: Strict silence shall be observed in hostel from 11.00 pm to 5.30 am. Care should be taken at all times to ensure that music\loud talking is NOT audible outside the room.
- Any manner of festivities and noise making\celebrations will not be entertained, which may cause disturbance to other inmates in the hostel premises.
- Students during their stay in the hostel will be governed by the management rules.