

HOSTEL RULES AND REGULATIONS

(Applicable to all students residing in the University Hostels)

These rules are framed to ensure **discipline, safety, hygiene, academic focus, and harmonious living** within the hostel premises. All hostel residents shall strictly comply with these regulations during their period of residence in the University hostel.

1. Eligibility and Authorised Occupancy

1.1 Hostel accommodation is provided only to students who have been **officially allotted rooms by the University**.

1.2 Students shall occupy **only the room/bed allotted to them** and shall not change rooms or exchange accommodation without prior written approval of the Warden.

1.3 Hostel rooms are **not transferable under any circumstances**.

1.4 No resident shall allow **day scholars, visitors, or unauthorized persons** to stay inside hostel rooms.

1.5 The University reserves the right to **reallocate or shift any hostel resident to alternate accommodation of similar configuration within the hostel system** at any time, if required, due to **administrative, operational, maintenance, safety, or disciplinary considerations**. Students shall comply with such directions issued by the Warden or authorized University authorities.

2. Hostel In-Time and Attendance

2.1 All hostel residents shall return to the hostel **on or before 9:30 PM on all days**, unless prior permission has been obtained from the Warden or authorized official.

2.2 Attendance shall be taken after the prescribed in-time every night and **all residents must mark attendance mandatorily**.

2.3 Repeated violation of in-time or absence during attendance may result in **disciplinary action**.

3. Visitors and Entry Restrictions

3.1 Entry of **non-residents, day scholars, or visitors into hostel rooms** is strictly prohibited.

3.2 Visitors, if permitted, shall remain **only in designated visitor areas during approved visiting hours**.

3.3 Residents shall be responsible for the **conduct of their visitors** within hostel premises.

4. Prohibition of Alcohol

4.1 Possession, consumption, storage, distribution, or sale of **alcoholic beverages** within the hostel premises is strictly prohibited.

4.2 Entering the hostel or campus **under the influence of alcohol** shall be treated as misconduct.

4.3 Violations may result in **disciplinary action including suspension or removal from hostel facilities and other penalties as determined by the University authorities.**

5. Prohibition of Narcotic Drugs and Prohibited Substances

5.1 Possession, consumption, storage, purchase, sale, or distribution of **narcotic drugs, psychotropic substances, or any prohibited intoxicating substances** is strictly prohibited.

5.2 Such violations shall be treated as **serious misconduct** and may result in disciplinary action including **expulsion from the hostel and/or the University**, in addition to action under applicable laws.

5.3 If any prohibited substance is found in a hostel room, the **occupants of the room may be held jointly responsible unless proven otherwise during inquiry.**

6. Ragging, Harassment, and Misconduct

6.1 Ragging in any form is strictly prohibited as per **UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions.**

6.2 Any form of **physical harassment, mental harassment, bullying, abusive language, intimidation, quarrelling, or violent behaviour** is strictly prohibited.

6.3 Violations will attract **strict disciplinary action in accordance with university regulations and applicable law.**

7. Smoking and Tobacco Use

7.1 Smoking or use of **tobacco products, e-cigarettes, or similar substances** is strictly prohibited inside hostel buildings and across the University campus.

8. Academic Environment and Quiet Hours

8.1 The hostel premises are intended to support **academic pursuits and a peaceful study environment.**

8.2 Students shall maintain silence during **quiet hours between 10:00 PM and 6:00 AM**.

8.3 Loud music, parties, celebrations, or gatherings inside hostel premises are not permitted without prior approval from hostel authorities.

9. Gambling and Commercial Activities

9.1 Gambling in any form, including betting and card gambling, is strictly prohibited.

9.2 Residents shall not engage in **Multi-Level Marketing (MLM) activities, commercial solicitation, or business activities within the hostel premises** without prior approval of the University.

10. Hostel Property and Damage

10.1 Students shall take proper care of all hostel property including **furniture, fixtures, electrical fittings, plumbing installations, taps, mirrors, and other facilities**.

10.2 Any damage caused intentionally or due to negligence shall be **repaired or replaced at the cost of the concerned student(s)**.

10.3 Where individual responsibility cannot be determined, the **cost may be recovered collectively from all occupants of the room or concerned hostel block**.

11. Cleanliness and Maintenance

11.1 Residents shall maintain **cleanliness and hygiene** within their rooms and common areas.

11.2 Writing on walls, fixing nails, placing posters or stickers without permission, or damaging surfaces is prohibited.

12. Food and Hygiene Regulations

12.1 Students shall **not carry or store food items in hostel rooms**, as this may lead to pest infestation, hygiene issues, and unpleasant odour.

12.2 All meals shall ordinarily be **consumed in the designated dining facilities of the University mess or approved dining areas**.

12.3 In cases where a student is **unable to visit the dining hall due to illness**, food may be sent to the hostel room only upon **recommendation or prescription from the Campus Medical Officer or University doctor**.

12.4 In such circumstances, the **responsibility for collecting the food from the mess and delivering it to the room shall rest with the concerned student's roommate or a fellow hostel resident**.

12.5 Students receiving food in their rooms shall ensure **proper disposal of leftovers and return of utensils to maintain cleanliness and hygiene.**

13. Electrical Appliances and Fire Safety

13.1 Students shall not keep or use **unauthorised electrical appliances** such as immersion rods, heaters, hot plates, electrical iron board or cooking devices inside hostel rooms.

13.2 Such appliances pose **serious fire hazards** and may be confiscated by hostel authorities.

13.3 Tampering with **fire safety equipment, alarms, extinguishers, or electrical installations** is strictly prohibited.

14. Vehicles

14.1 Hostel residents shall not bring or keep **motor vehicles inside the campus or hostel premises** unless specifically permitted by the University.

15. Presence During Academic Hours

15.1 Students are expected to attend classes regularly.

15.2 No student shall remain in the hostel during academic hours unless permitted by **the Campus Medical Officer or an authorized University authority.**

16. Personal Valuables

16.1 Students are advised not to keep **large sums of cash, jewellery, or other valuable items** in their rooms.

16.2 The University shall **not be responsible for any loss, theft, or damage to personal belongings** kept in hostel rooms.

17. Feedback : Hostel & Mess Facilities

17.1 I understand that the hostel administration is committed to providing timely repair and maintenance of rooms, and nutritious meals as per the menu approved by the Student Mess Committee. I agree to report any concerns regarding facilities or food through the designated grievance redressal system, providing clear and specific details to help the team address issues effectively.

17.2 I acknowledge that food preferences can be personal, and the mess committee works to balance diverse tastes while following the agreed menu. Students who wish to contribute to menu planning are encouraged to participate in the Student Mess Committee. I appreciate that the hostel fees contribute to the defined set of services and facilities offered, and I will direct

feedback constructively through proper channels so the administration can serve all residents fairly. I understand that following these guidelines helps maintain a positive living environment for everyone in the hostel community.

18. Out-Pass and Leaving Campus

17.1 Students may leave the campus only with a **valid out-pass issued by the Warden or authorized authority**.

17.2 Students shall not stay outside overnight without **prior written permission from the Warden**.

19. Right of Inspection and Search

18.1 The Warden or authorized University officials may **inspect hostel rooms at any time** in the interest of safety, maintenance, or discipline.

18.2 Any prohibited items found during inspection may be **confiscated**, and appropriate disciplinary action may be initiated.

20. Emergency Powers of the Warden

19.1 In situations involving **safety concerns, misconduct, or emergency**, the Warden or authorized University official may take **immediate preventive or corrective action**.

19.2 Such action may include **temporary suspension of hostel privileges pending disciplinary review**.

21. Disciplinary Authority

20.1 Violation of any hostel rule shall be reported to the **hostel administration and University disciplinary authorities**.

20.2 The University reserves the right to impose **appropriate disciplinary measures including warning, fine, suspension from hostel facilities, or removal from hostel accommodation as given at Student Code of Conduct Policy of SRM University – AP : SRMAP / Reg. Off/ Policies/ 21 / 2025-26**.

20.3 Parents or guardians may be informed in cases involving **serious violations or repeated misconduct**.

Declaration

I hereby declare that I have **read, understood, and agree to abide by the Hostel Rules and Regulations of the University and** . I understand that violation of these rules may result in disciplinary action including suspension or removal from hostel facilities and/or other action as per University regulations.

Student Name: _____

Signature of Student: _____

Signature of Parent/Guardian: _____

Signature of Warden: _____

Date: _____