

# **BIPIN TRIPATHI KUMAON INSTITUTE OF TECHNOLOGY, DWARAHAT**

## **Hostel Rules & Regulations**

### **1. RESERVATION OF THE RIGHT OF ADMISSION**

Hostel shall be treated as a facility provided by the Institute for the convenience of the student registered in the Institute in accordance with the Statutes and Regulations, and the right of admission and continuance is reserved by the Institute.

### **2. ADMISSION AND OCCUPATION**

Admission to the hostel shall be restricted to registered students of the Institute and others specially permitted by the Director. Accommodation will be provided to the students only on the production of Registration Card/ Admission letter and others on production of permission slips.

### **3. EVICTION FROM THE HOSTEL**

If the registration of a student is suspended or cancelled he shall vacate the hostel within 24 hours of such intimation. The student may also be asked to vacate the hostel during some emergency such as COVID etc. The Institute may also ask the students to vacate the hostels in the event of students not attending the classes or for some other reasons when in the opinion of the Director the continuance of the students in the hostels may not be desirable, in the event of non-compliance with these instructions, the Warden In-charge of the Hostel or any other person duly authorized by Chief Warden/ Dean Student Welfare may evict student from the hostel.

### **4. SUSPENSION OR EXPULSION**

Any student can be suspended from the hostel or deprived of the hostel facilities for a specific period by the Director, without assigning any reasons, on the recommendation of the Chief Warden, or the Dean Student Welfare, or permanently deprived of the facility on the recommendation of the Discipline Committee.

### **5. NO OUTSIDER TO BE ALLOWED IN THE HOSTEL**

No person other than a bonafide student of the Institute duly admitted to the hostel.

### **6. PENALTY FOR KEEPING UNAUTHORISED PERSONS**

Any inmate of the hostel allowing any person to live in their room shall himself be liable, besides other penalty to be deprived of the hostel facilities for a specific period or permanently. All guests, relatives and friends of the students shall approach the Incharge Guest House for accommodation in Guest House of the Institute, through the Warden of the hostel concerned.

### **7. IDENTITY CARDS**

All students admitted to the Institute shall have their Identity Cards duly filled in, with their passport size photograph attested by the Dean Student Welfare affixed thereon. Students shall always carry the Identity cards with them and shall produce them when so demanded by any officer of the Institute or a member of the academic staff or any Faculty Member of the Institute.

### **8. COOKING NOT PERMISSIBLE**

No cooking of any kind shall be allowed in the rooms.

### **9. INSPECTION OF ROOMS**

The rooms shall be open for inspection by the Warden and other officers of the Institute at any time, and any student obstructing such inspection and refusing the same shall be liable to disciplinary action and punishment, which may involve his permanent eviction from the hostel besides such other punishment as may be awarded to him by the Chief Warden/ Dean Student welfare/proctor on the recommendation of the College Discipline Committees / Proctorial Board.

### **10. DUTIES OF INMATES REGARDING THEIR ROOMS ETC.**

The inmates shall keep their rooms in a neat and tidy condition and shall be responsible jointly and individually for the furniture issued to them and fittings present in the room. The rooms shall not be disfigured by writing, drawing, fixing of nails etc.

# **BIPIN TRIPATHI KUMAON INSTITUTE OF TECHNOLOGY, DWARAHAT**

## **11. PROPER USE OF FACILITIES**

The inmates of hostel shall use the lavatories, bath rooms, wash basins, urinals etc, properly and cause no damage to the various fixtures.

## **12. AVOIDING OF WASTE**

The inmates of the hostel shall avoid any wastage of electricity, water etc. and shall in no circumstances, leave their rooms with lights or fans on.

## **13. ANNUAL REPAIRS DURING SUMMER VACATION**

Students, other than those required to remain in the Institute for academic work and specifically permitted by the Chief Warden through Controller of Examination/Head of Department, shall vacate the hostel rooms before they leave for the Summer Vacation and other Semester breaks to enable the Institute Officers to carry out annual repair, white-washing etc.

## **14. RETURN OF HOSTEL PROPERTY**

All Hostel Properties issued to the inmates of the hostel shall be returned to the Warden/officer of hostel, otherwise they shall be liable for charges equal to the cost of the property issued to them.

## **15. USE OF HEATERS / MUSIC SYSTEMS / MOTORIZED VEHICLE ETC.**

No inmate shall keep any type of motorized two wheelers/vehicles. No inmate shall use high power music system and play such gadgets in a manner which may be prejudicial to the studies and comforts of any inmates of the hostel including the owner of these gadgets himself. Use of heaters and other electrical equipment shall be prohibited.

## **16. LEAVE OF ABSENCE**

All leave of absence for more than 8 hours during the day or any time at night from the hostel shall be sanctioned by the Warden on the recommendation of Mentor.

## **17. PENALTY FOR ABSENCE**

The Warden may take the attendance of the inmates of the hostel at any time at night after 9.00 P.M. and any inmate found absent without permission of the Warden, shall be fined Rs. 50/-to 100/- per absence not exceeding three per semester. Any inmate found absent from the hostel without permission more than thrice shall be liable to be expelled from the hostel. A statement of 'Absentees' shall be sent to the Chief Warden of the College concerned by the Warden every week for necessary action.

## **18. PROPER USE OF COMMON ROOM**

Inmates shall make proper use of the common room and not remove, misuse or damage any furniture, newspaper(s) or other material/equipment/gadgets placed there in.

## **19. SPECIAL(ADDITIONAL) REGULATIONS FOR THE HOSTEL FOR GIRL STUDENTS' MANAGEMENT**

The girl hostel(s) shall be managed by the Dean student welfare/ Chief Warden, of the College concerned with the help of Warden and or Asstt. Warden.

## **20. GUEST AND VISITORS**

- (a) The parents/guardian shall give a list of relatives not exceeding three who can visit their ward in the Hostel. No person shall be included in the list who is not related within degree by blood on either side. No male person, not included in this list, shall be permitted to visit any student in the girl's hostel. Any such person who wants to meet the inmate in the girl's hostel will have to bring a letter of permission from the parents/guardian, and can visit only after obtaining prior permission from the Warden.
- (b) No male visitor including those mentioned in the above para shall be allowed beyond visitor's room of the hostel.
- (c) Un-authorized persons shall not accompany the visitors.

# BIPIN TRIPATHI KUMAON INSTITUTE OF TECHNOLOGY, DWARAHAT

- (d) Approved visitors, coming from out of station may have meals in the hostel.
- (e) Visitors may call on the inmates of the hostel between 4.30 P.M. to 5.30 P.M during winter and 4.30 P.M. to 6.30 P.M. during summer on Sundays and holidays.
- (f) The names of all such visitors shall be entered by the resident concerned in the register kept for the purpose, every time a visitor visits the students.
- (g) The parents/guardian of every inmate may assign a family on the campus whom the student may visit not more than twice a month on holidays and shall be back to hostel by 6.00 P.M. during winter and 7.00 P.M. during summer. Permission may be granted up to 9.00 P.M. for special occasions such as marriage, festival etc. provided her local guardian escorts the student to the hostel. However, the special permission may be granted on receipt of a written request from the local guardian.
- (h) No student shall be qualified to be a local guardian.

## 21. RESTRICTION OF ABSENCE FROM THE HOSTEL

- (a) All inmates shall return to the hostel not later than 7.00 PM in the evening during summer and 6.00 P.M. in the evening during winter and no one shall over stay beyond 6.00 PM or 7.00 P.M. as the case may be outside the hostel except in the company of the parent/guardian with the prior permission in written of the Warden. P.G. girl students should get specific recommendations from Supervisor/ Mentor, Dean/Chief Warden for doing research/library work after 7.00 P.M.
- (b) In no case a girl student shall be permitted to stay outside the hostel during night.
- (c) The roll-call of the girl students shall be taken at 7.15 P.M. during summer and 6.15 P.M. during winter by the Warden/ Asstt. Warden in the Hostel.
- (d) No inmate of the hostel shall leave the Campus during any hour of the day or night without prior permission in writing of the Warden/Chief Warden. The Warden can give the permission on Sundays and Institute holidays. In case the student misses the classes regularly, the permission of the Chief Warden will necessary. No inmate of the hostel shall leave the hostel during the night after 10.00 P.M. except with the permission in writing of the Warden/Chief Warden in an emergency.
- (e) All students shall enter their names in the register to be maintained in the hostel available with the staff on duty at the time of going out and returning to the hostel expecting college hours.
- (f) No girl student shall be permitted to visit boys' hostels.

## 22. MOVEMENT FROM AND TO THE HOSTEL

- (a) The girl students shall be allowed to go home once a month when two holidays fall within the week, and for the semester break with prior permission of their parent, guardian and Warden.
- (b) Games and Sports within the hostel shall be organized for all girl students with the help of Warden and students shall be encouraged to participate in Institute level sports and functions. The students shall be escorted by the Warden /Asstt. Warden for this purpose.
- (c) The gates of the girl's hostels shall be closed at 6.00 P.M. during winter and at 7.00 P.M. during summer. The names of inmates returning after these hours shall be entered in a register maintained for the purpose in the hostel giving reasons for coming late.

## 23. VISIT IN PROPER DRESS

Inmates are expected to visit common room, Dining hall and places outside the hostel in proper dress. Students dressed in night cloths shall not be permitted in the Dinning Hall / Visitor's room/ Common Room.

## 24. ACT OF INDISCIPLINE

All regulations applicable to the other hostels shall also apply to the girl's hostel unless they are barred or modified by the above special regulations framed specifically for the girl's hostels, The following shall constitute acts of indiscipline:

- a. Keeping, carrying, using or supplying of any fire arms, lethal weapons, knife with a blade or more than four inches length in the room or outside.
- b. Keeping, using or supplying intoxicants in any form. Gambling in any form.
- c. Ragging, bullying or harassing of students. Demonstration in any form including procession and meeting. strike or hunger strike.

# BIPIN TRIPATHI KUMAON INSTITUTE OF TECHNOLOGY, DWARAHAT

- d. Boycotting of a Institute function, programme or activity or preventing any student from attending to classes functions, programmes or any other activity of the Institute. Abusing.
- e. Recourse of violence, assault, intimidation, rioting. Showing or causing to show any disrespect to a teacher or officer or any misbehaviour or intimidation of an employee of the Institute. Incitement to commit any act of indiscipline. Any breach of law of the country or the State or the Statutes, regulations, rules of the Institute or orders of a competent authority, Disturbing other students in their studies. Damaging any Institute property. Disorderly behaviour in any form.
- f. Attending or organizing unauthorized meetings and participation in such meetings.
- g. Displaying notices, leaflets, or posters, not signed or countersigned by the Warden or other Institute officers authorized by the Director at the hostel and Institute notice boards or other places or distributing such notices or leaflets or disfiguring or defacing or writing slogans and undesirable things on the buildings, property etc.
- h. Any act specifically forbidden by the Warden, Chief Warden Dean Student Welfare or any officer of the Institute. Any other act intended or calculated to cause inconvenience, annoyance, injury or damage to any other inmate of the hostel, employee of the Institute or a resident of the campus, or guest visitors to the Institute.

## DECLARATION TO BE SIGNED BY THE STUDENT

I..... have read all the Rules and Regulations of the Hostel. I hereby agree to abide by the rules and regulations of the Hostel in force from time to time. I am liable for disciplinary action in case of any breach.

Date: \_\_\_\_\_

Signature of Student

## DECLARATION TO BE SIGNED BY THE PARENT/GUARDIAN

I ..... Father / Guardian of Mr. .... fully agree with the declaration and undertaking given by my ward and I assure that my ward will adhere to all the rules and regulations of the hostel and undertaking given by his/her and I shall monitor his/her behavior throughout his/her career in the Institute. I understand any violation / indiscipline may attract fine or expulsion or both to my ward. I also give an undertaking that if my son/daughter meets with any accident (or) found missing (or) dead, due to violation of hostel rules, I will not proceed against the Institute for such incidents committed by my ward. I solemnly declare that the above details are true to the best of my knowledge and belief.

Date: .....

Signature of Parent / Guardian

Name : .....