

HOSTEL UNDERTAKING AND REGULATIONS

I, _____, Roll No. _____, Department _____, residing in Room No. _____ hereby undertake that I have read, understood, and agree to abide by the following hostel rules and regulations:

- 1. Admission and Reporting to the Hostel:** At the time of admission to the First Year and at the beginning of every subsequent academic session, students must report to the hostel along with their parent(s)/legal guardian(s). Admission formalities shall not be completed in the absence of parent(s)/guardian(s), except with prior written permission from the Hostel Warden.
- 2. Fees and Security Deposit Structure:** At the time of admission, students must pay advance mess fees for one quarter amounting to Rs. 6,000 (@ Rs. 2,000 per month) along with a Mess Security Deposit of Rs. 2,450. Additionally, a refundable Hostel Security Deposit of Rs. 3,200 must be deposited, which will be refunded at the end of the academic session. A fixed mess fee of ₹ 636 per month shall be payable by every student allotted a hostel room, irrespective of whether the student avails the mess facility or remains absent from the hostel for any number of days. The fee shall continue to be charged until the student formally vacates the hostel and completes the hostel vacating procedure.
- 3. Room Allotment & Code of Conduct:** Rooms allotted to students, along with their roommates, are final. Requests for room/roommate changes will ordinarily not be entertained. Hostel Administration reserves the right to reallocate rooms for administrative purposes. No damage to hostel property is permitted, and students must refrain from locking rooms when vacating the hostel.
- 4. Maintenance and Repair Process:** Complaints related to electricity, plumbing, carpentry, or other maintenance work will be attended to as early as possible. As the hostel is a Government institution and repairs follow prescribed administrative procedures, a minimum period of 15 days is required. In unforeseen circumstances, the completion time cannot be guaranteed.
- 5. Visitor and Parent Policy:** Mother's meeting time or short visits are permitted only on Wednesdays and Fridays from 9:00 AM to 3:00 PM. No male parent or male legal guardian is allowed to visit or enter the hostel premises under any circumstances.
- 6. Hostel Exit Policy and Outing Timings:** A hosteller may leave the hostel up to 1:00 PM only after obtaining prior written permission from hostel authorities and parental confirmation. After 1:00 PM, students are allowed to leave only if accompanied by parent(s)/legal guardian(s). Ordinarily, routine permitted departures should be completed before 6:00 PM.
- 7. Responsibility for Leaving Without Permission:** If any student leaves the hostel premises through the college gate or any exit point without prior authorization and permission, she shall be solely responsible for any untoward incident or consequence arising thereafter. The Hostel Administration and College shall not be held responsible.
- 8. Delivery Services:** Deliveries via Blinkit, Zepto, Instamart, Zomato, Swiggy, Flipkart Minutes, or similar services are strictly prohibited after 7:30 PM during summer and after 7:00 PM during winter due to security protocols. Violation will invite disciplinary action.
- 9. Mess Rules and Food Policy:** Carrying mess food, utensils, or meals into personal hostel rooms is strictly prohibited. All meals must be consumed within the designated dining hall area.
- 10. Personal Belongings and Valuables:** Students are advised not to keep costly items such as gold, expensive jewelry, or large amounts of cash in their rooms. The hostel administration takes no responsibility for the loss or theft of any valuable items.
- 11. Medical Emergency and Healthcare Policy:** If a student falls sick, she will be accompanied to the nearest hospital by a hostel attendant. However, all hospital charges, medical fees, and expenses shall be borne entirely by the student. In case of emergency, parents/guardians will be initiated immediately. Any untoward occurrence during transit or treatment will not be the responsibility of the hostel administration.
- 12. Prohibited Electrical Appliances:** Electric kettles, induction cooktops, toasters, electric irons, heaters, immersion rods, and any other unauthorized electrical appliances are strictly prohibited in the hostel rooms. Violation will lead to confiscation and disciplinary action.