

DISCIPLINARY RULES FOR THE INMATES OF THE HOSTELS

The following rules shall apply to both MALE and FEMALE residents residing in the hostels. Violation of any rule will make the inmate liable to disciplinary action including expulsion from the hostels and also from institution.

1. Every resident must remember that the hostel is the home of the resident on the campus and therefore, he/she should behave himself/herself on the campus as well as outside in such a manner as to bring credit to him/her and to the institution.
2. A resident once admitted in the hostel will continue to be a hostel inmate throughout the year unless otherwise debarred from the hostel on disciplinary grounds. Unless they clear the dues, they shall not be allowed to take University examinations. Further, he/she may be expelled from the halls of residence and/or
3. Room furniture, electrical fittings etc., are required to be maintained by the residents in good condition..
4. Residents shall occupy the rooms only after allotment is made by the warden concerned. Change of room may be permitted in exceptional cases, provided it is deemed necessary/justified by the Chief Warden. Unauthorised occupation of any room or exchange of rooms shall be treated as serious violation of disciplinary rules of the hostels. Residents found guilty of such violation of the hostel rules shall be expelled from the hostels without any further enquiry.
5. No parent or guardian of a resident is permitted to stay in the hostel. They must obtain prior permission from the Registrar to stay in the college Guest House only, (if such accommodation is available for a specific period on payment basis as per the Guest House accommodation rules).
6. Male Resident shall not remain absent from their hostels during night between 9.30 pm to 6.00 am without the prior permission of the Warden/Chief Warden. Corresponding timings for the women's hostel are 8.30 pm to 7.00 am even with prior permission. In case of any emergency, they should take written permission from the Chief Warden/concerned Block Warden. The Resident re required to carry their identity cards with them when they move inside the campus.
7. Visitors are not permitted in the hostel after 8.00 p.m. However, in special cases, prior permission of warden must be obtained to stay beyond these hours.
8. Hostel residents shall not leave the headquarters without prior permission of the Warden/Chief Warden. They shall have to apply for permission in writing in advance stating the reason for leaving and the address of destination. Hostel residents who leave hostel without the application and prior permission from the concerned authorities shall be deemed to be missing and their parent/guardian or even the police authorities may be intimidated.
9. Any hostel resident harbouring any unauthorised person(s) will be expelled from the hostel immediately.
- 10 The inmates of the hostel should not leave the hostel premises on holidays for the purpose of excursion or picnic without prior permission of the Warden/Chief Warden. However, for any accident or fatality that may occur during picnic/excursion, the responsibility does not lie with the institute or Hostel authorities.
11. No resident of the hostel is permitted to take any article/utensils etc, outside the hostel/mess premises and even to his/her room.

12. No association of residents on the basis of region, caste or creed is permitted.
 13. No secret activities or meetings are permitted on the hostel premises. For holding any meeting in the hostel room or anywhere in the hostel area, prior written permission should be obtained from the Chief Warden.
 14. Residents shall refrain from any act, covert or overt, that may destroy or disturb the peace and harmony among the residents and on the campus.
 15. No hostel inmate shall take the law into his/her own hands. If any of the hostel inmates find that other residents are indulging in any undesirable activity or causing inconvenience or physical injury to him/her or to the other hostel inmates, he/she should lodge a complaint in writing with the warden concerned.
 16. Keeping of lethal weapons like sticks, rods, chains etc. in the hostel rooms is strictly prohibited.
 17. The hostel cannot be considered as the hiding place for miscreants. The police authorities may enter the campus and detain anyone depending upon the severity of the offence.
 18. Ragging of any kind is severely punishable as per the Andhra Pradesh State Prohibition of Ragging Act, 1997 and 2002. As such residents are advised not to indulge in such activity.
 19. Residents who have finished the tenure will not be normally given accommodation in the hostels.
 20. Hostel inmates who are found guilty of misconduct or guilty of infringement of any of the rules prescribed above shall be liable to fine, suspension, rustication or dismissal either from the hostels and/or from the institute or both by the appropriate authority.
 21. Accommodation in the hostel cannot be claimed as a matter of right. Residents who disturb peace and violate the rules of the hostels on the campus will be expelled from the hostels.
 22. The consumption or storage or supply of liquor or any sort of intoxicant is strictly prohibited and if found guilty, the offenders will be dealt with severely, including prosecution. Any kind of gambling is also prohibited.
 23. Medical facilities are provided at the college dispensary for routine health problems. However, for any other treatment requiring specialist/expert medical care and treatment, the inmates are supposed to make their own arrangements for treatment and to bear medical expenditure themselves.
 24. In case a resident falls sick, he/she should contact immediately the Medical Officer/Chief Warden/Warden.
- In case of an emergency, residents may shift the patient immediately to a hospital and inform the authorities at the earliest.
- A resident suffering from infectious/contagious diseases will not be permitted to stay in hostels.
25. Residents shall not get involved in arguments or otherwise interfere with the duties of the employees of the hostel. If there is any complaint or suggestion to be made, it shall be made to the warden concerned.
 26. A hostel resident will be completely responsible for all his possessions including his/her cycle/Laptop/Computer/Electronic gadgets, etc., The institute hostel will not be responsible for any loss incurred.
 27. No one should use the belongings of other residents without their consent.

28. Boarders will be personally and collectively responsible for any loss/damage to the properties and equipment and other fittings in the common halls. In case of damage to any buildings, furniture, apparatus or other property of the college, the loss caused to the institution shall be recovered directly from those identified persons whenever possible. But, if persons who cause the damage are unknown, the cost of repairing it, as may be assessed by the hostel authorities, will be distributed equally among all the residents of such groups or associations as may be found responsible.

29. Residents are advised not to keep valuables in the hostel rooms. They are advised to deposit extra cash in the bank or in the post office or at any other safe place.

30. Each resident shall use only one tube-light not exceeding 40 watts. Use of all unauthorised electrical appliances such as heaters etc., is strictly prohibited and these will be confiscated, and the concerned resident will be penalised. However, usage of computer and printer in the hostel room will be allowed with prior permission from the Chief Warden.

A resident who possesses a personal computer/laptop should register with the concerned warden. A resident who wishes to take his/her personal computer outside the campus, will have to contact the Chief Warden in person and get permission by producing (a) the original bill for the purchase of the computer, (b) Identity card.

31. Fans and lights must be switched off when the residents leave their rooms. Light must be switched off positively when they go to bed. In case it is noticed that fans/lights are on the locked room, a heavy penalty will be imposed for wasting the costly energy sources.

32. Every resident residing in the hostel must dine in the hostel messes only. Individual/group cooking in the rooms is forbidden. If found, they will be expelled from hostels or fined.

33. Playing music and videos etc. inside the rooms is strictly prohibited as it causes disturbance to the inmates. Any such complaint against boarders will be viewed very seriously and seizure of the gadgets will be made alongwith imposition of heavy fine.

34. Every inmate of the hostel shall pay the mess bill and other charges before the stipulated date of every month, failing which fines will be imposed as per rules and regulations. The approved rules regarding mess rebate will be applied to all the inmates of the hostel. Mess exemption on medical ground will be allowed under extraordinary situation on payment of service charges.

35. The room of any resident in the hostel can be inspected at any time by the Warden/Chief Warden or any authorised member of the institute staff or district police officials. Inmates are advised to keep their ID cards with them and show them on demand.

36. Hostel inmates are requested to maintain their surroundings neat and clean.

37. Residents should not break open or try to break open the occupied/vacant rooms of the hostels. Any damage done to the hostel property will have to be borne by all the residents of the hostel.

38. Inmates should not fire crackers on any occasion inside the hostel or within the premises of the hostel.

39. Inmates are prohibited from writing slogans, or any writings obscene drawings on the hostel walls and rooms. Heavy penalties will be imposed on residents/group of residents indulging in such writings.

40. Inmates should not play cricket, football etc., in the common halls or inside or in front of hostels. It causes damage to the hostel property, but also disturbs the peace of the surroundings. Heavy penalty

will be imposed and will be collected from all residents of the Block.

41. All the hostellers are to note that electrical/carpentry/plumbing complaints should be given in writing to Warden Incharge (Maintenance) or written in the complaint register available in the hostel office. In case the complaint is not attended to or there is any difficulty, the residents can contact the Chief Warden.

42. Female visitors and girl residents are not permitted to visit the men's hostel any time.

43. 1000/- Rs Security money will have to be deposited to the hostel section, that will be refundable at the time of leaving the hostel.

44. To stay comfortable at resident hostel you are requested to bring the court/bed, mattress and Pillow (as we are not providing all these right now).

45. The Candidate who got allotment in PG Hostel-2 will get the key of the respective allotted room in the 1st week of December, provided the constructor will submit the hostel to us. In adverse situation if the construction work will be delay, the date of Getting the key may be extended accordingly.

For women residents:

1. Male visitors (visitors mean Parents / Guardians) are not permitted any time into the women's hostel.

2. In the case of the women's hostel, Lady visitors are not permitted after 7.30 p.m.

3. All Girl residents must be present in their rooms before 8.30 p.m. Girl residents must take prior permission from the concerned Warden/Chief Warden for leaving the campus, in case of urgent necessities only. They must enter their movements in the Register provided while going out and reporting in (after obtaining permission from the concerned Warden/Chief Warden). Residents leaving the hostel without prior permission will be viewed very seriously and will invite expulsion from the rooms and or from the institute.

Signature of Resident/Tutor