



LOKAPRIYA GOPINATH BORDOLOI GIRLS' COLLEGE

লোকপ্ৰিয় গোপীনাথ বৰদলৈ কন্যা মহাবিদ্যালয়

RULES AND REGULATIONS FOR GIRL'S HOSTEL

ALL THE STUDENTS WHO ARE STAYING IN THE HOSTEL ARE REQUIRED TO FOLLOW THE FOLLOWING RULES AND REGULATIONS OF THE HOSTEL:

- 1. Ragging is Strictly Prohibited:** Ragging in any form i.e. making unpleasant noise, disorderly conduct, doing any act which causes or likely to cause physical or psychological harm or raise apprehension or fear of shame or an embarrassment to the new student whether by words, spoken or written or by an act which include teasing, abusing, playing practical jokes on or causing hurt to such students or asking the new student to do any act or to perform such things which such student will not in the ordinary course willingly to do is strictly forbidden. If anyone is found guilty of directly/indirectly involved or abetting in ragging she will be punished/rusticated/ expelled/suspended from the institute and also liable to prosecution in terms of the Supreme Court of India decision on Writ Petition No. (C) 656/1998. Ragging is now a crime. No one can feign ignorance of the law. Under the prohibition of ragging Act 1997 those who indulge in ragging can be punished. Jail for ragging is for period from six months to 10 years & fine up to Rs. 50,000/-.
- 2.** A student seeking admission to the hostel shall have to submit another affidavit along with her application for hostel accommodation that she is aware of the ragging law in this regard and agrees to abide by the punishment meted out if she is found guilty of ragging and/or abetting ragging.
- 3.** Hostel rooms are equipped with furniture and fittings of appliances. Student occupying the room will sign for the receipt of items in Inventory Register. She will be responsible to hand over the items in their original serviceable condition to hostel authorities while leaving the rooms on close of the academic session.
- 4.** Rough handling of dining hall furniture, room furniture or any furniture/property or fittings of the hostel is strictly forbidden. If any individual or group is identified to have caused the damage, double the cost of the damaged property will be recovered from her/group. Repeated acts of causing to the hostel property will result in expulsion from the hostel.
- 5.** The hostellers themselves are personally responsible to safeguard their belongings. They are advised not to keep large amounts of cash or valuables like gold ring, costly wristwatch etc., in their rooms. They should also take care of their Purse, Calculators, Cell Phones, Lap tops, Computers and Books. In case of theft or loss of any item the hostel authorities/institute will not be responsible for such loss. The hostellers are advised to keep their rooms, boxes, suitcases, cupboards, etc., securely locked with good quality locks.
- 6.** The hostellers are neither allowed to keep private electrical equipment nor would tamper with electrical fittings provided in rooms. Unauthorized possession will lead to confiscation of the goods.
- 7.** It is mandatory for students residing in the Hostel to join the mess attached to the hostel. Hostellers are required to dine in the dinning hall. No hosteller is permitted to take food in the room except for those reported sick with **prior permission of hostel warden**. Indoor cooking including making of

tea/coffee/noodles in the rooms is strictly prohibited. The hostellers shall not waste food, electricity & water. Wastage of food is a national loss.

8. Smoking, Gambling in any form such as Playing Cards (even without money at stake), consumption of alcohol, use of drugs and narcotics and even possession of such things are prohibited. Anyone found indulging in the use of such things will not only be asked to vacate the hostel but also be rusticated from the institute.

9. The institute timings are 9.00 am to 4.00 pm. Students are not allowed to stay in the hostel during the class hours unless the stay is unavoidable due to illness or any other valid reason. In such cases they should take the permission and communicate the information to the Warden in writing.

10. No student shall leave the hostel without prior permission of the hostel warden.

11. Use of any electrical appliances except table-lamp and mobile-charger is prohibited.

12. All students will report for the Roll Call every day as per prescribed timings (Time fix by warden).

13. No student shall remain absent from the hostel during night between 7.00 pm to 5.00 am unless she has obtained night out pass from the hostel warden. Night out permission to hostellers will be given on week-ends only if the request of the inmate has prior approval of the parents.

14. Students requiring to attend wedding, other social functions and going outstation will require permission of the warden, subject to receipt of written request for the same from parents of the student.

15. Hostellers are not allowed to go out of the campus during classes. It is reiterated that the students staying in-campus hostels are permitted to go out of the hostels for local shopping on Wednesday, Sun days and Holidays as per following timings. Wednesday Outing Timings : Summers : 4.30 pm to 6.30 pm from 1st April to 30th September Winters : 4.30 pm to 6.00 pm from 1st October to 31st March. Sun days and Holidays Outing Timings: Summers: 10.00 am to 5.00 pm from 1st April to 30th September Winters: 10.00 am to 4.00 pm from 1st October to 31st March. (N.B-Timing fix by the warden time to time)

16. Students having any Chronic/Communicable disease are not allowed to stay in hostel. Hostellers falling sick or feel symptoms of sickness should report to hostel warden for evacuation to hospital.

17. No Parent/Guardian/Visitor is allowed to stay in their room. Male visitors are not allowed to visit students in their living rooms.

18. Discussion on politics and religion is completely forbidden in the hostel & mess.

19. No notice will be displayed by hostel inmates in the institute/hostel notice board without the countersignature of hostel warden.

20. Taking part directly/indirectly in any movement or agitation or strike of students in the institute for any reason whatsoever will attract punishment, rustication or expulsion, which in the opinion of the Management is subversive to the discipline of the institute.

21. The Institute/Hostel authorities will conduct surprise checks periodically and if anyone is found violating the above rules, disciplinary action will be taken against her. The hostel rooms are subject to inspection by the Institute/Hostel authorities to make sure that they are kept neat and tidy and no unauthorized items like liquor, drugs, lethal weapons etc., are kept in the room.

22. The hostellers are not permitted to stay out of the hostel beyond 7.00 pm in summer and 6.00 pm in winters.

23. Lights and fans to be switched off when no one is in the room.

24. Students are required to sign on a register every time they leave the Hostel premises, (except during College hours) to fill in the required details and sign again on return. Strict measures are to be taken against any boarder found violating this rule.

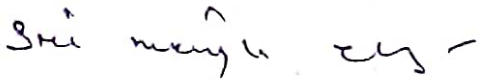
25. Boarders must report at the Hostel the day before re-opening of the College.

26. Outstation leave is granted only on the production of a letter from the parents and permission from the Warden.

27. Boarders are required to maintain silence during study hours. The study schedule being 6 am to 9 am; 6 pm to 8.30 pm; 9.30 pm onwards.

28. Residents are required to keep their rooms tidy, neat and clean, and observe proper methods of disposal of garbage.

29. The management of the Hostel mess is generally undertaken by a group of students from among the boarders. Selection of the group is at the discretion of the Warden.



Signature of the Parent/Guardian

Signature of the Hosteller

Date :

Date :

DECLARATION BY THE STUDENT

I _____, have read the rules and regulations for my admission into accommodation facilities of LGB Girls' Hostel .

I agree not to indulge in groupism of any type and would live in harmony with others in the hostel.

I understand that smoking and consumption of alcohol and other objectionable material in the hostels is strictly prohibited and I will abstain from such acts.

I declare that indulgence in any anti-instructional or anti-social activity in the hostel is highly punishable and I will be liable for severe penalties and punishments for indulging in such acts.

I declare that I am physically and medically fit to live in the hostel. I also declare that every information about my being medically / psychologically un fit in any degree or manner has been brought to the information of the college authorities at the time of applying for hostel accommodation. I will not hold the management, college authorities, or the hostel authorities responsible for any consequence which will be a result of my non-disclosure.

I undertake to conduct myself as a diligent student within the hostel and in the vicinity and not misbehave in any manner including using inappropriate language, with the other inmates / employs / and others in the hostel's neighborhood.

I will abide by the rules that prohibit use of mobile phones between 10 pm and 6 am in the hostel premises.

I agree not to cook, not to use electric and electronic gadgets, not to wash and press clothes in the hostel rooms.

I will not cause any damage whatsoever, including defacing to the property of the hostels and understand that I will be liable for penalties and punishments for doing so

I accept to stay within the hostel premises by the stipulated time and will not stay out without proper prior permission from concerned authorities.

I undertake to abide by all the rules that govern my stay in the hostel and also all the changes to the rules that may be made from time to time.

I will not damage any furniture or appearance of room and will agree to pay the fine if done so.

Finally, I agree to abide by all the rules and regulations of the institution with regard to hostel stay, which may be framed from time to time and accept the decision of the management.

Signature of the Student
Date-----

Place-----

DECLARATION BY THE PARENT

I assure that my ward will abide by the rules and regulations of the Hostel. I have no objection if my ward is expelled from the Hostel for violating the rules.

✓ *Sri megha*
Signature of the Parent
Date-----

Place-----

(Office use only)

Admitted to hostel on-----Room no-----
Amount Paid -----Receipt No-----
Signature of the Warden-----

HOSTEL IDENTITY CARD FORM

Affix your latest
passport size
photograph here

1. Name of the Student :-----

2. Address Vill/Town -----P.O.-----

P.S.-----Dist-----

Pin-----Phone No-----

3. Name of the Parents: (a) Father-----

(b) Mother-----

4. Contac No of the Parents: (a) Father-----

(b) Mother-----

5. Class-----Roll No-----Hostel Admission Receipt No-----

6. Blood Group -----

7. Identification Mark -----

Signature (Student) -----
