



## GOVERNMENT POLYTECHNIC, PEN.

Shivaji Nagar, Ramwadi, Pen,

Dist.:- Raigad, 402107, Maharashtra

☎: 02143 - 253389/257081

Fax No. (02143)253389

E-mail: governmentpolytechnicpen@rediffmail.com

### **HOSTEL RULES AND REGULATIONS**

- 1) Ragging is strictly prohibited in the hostel. Anybody violating this rule is liable for legal action and immediate dismissal from the hostel
- 2) Hostelites are expected to display acceptable form of behavior, maintain discipline and good manners in the hostel complex.
- 3) Parties, social or political gatherings in the hostel complex are not permitted.
- 4) Hostelites must return to the hostel by 10 pm everyday and are not allowed to leave the hostel before 6 am.
- 5) The hostelites will not be allowed to stay out of the hostel.
- 6) Noise level must be kept low to allow other's the opportunity to study or sleep in comfort. These rules are proposed to ensure a helpful environment for all hostelites.
- 7) Destruction is a very serious offence. Hostelites found guilty of committing such an offence can be expelled from the hostel.
- 8) In case of any unacceptable behavior by the room-mate, the other room-mate must report it to the college authorities.
- 9) Hostelites are responsible for keeping their rooms and the common areas in the hostel such as bathrooms, stair case etc clean and tidy at all times.
- 10) All fans, lights and electrical appliances must be switched off when not in use.
- 11) Cooking, making tea etc is not allowed in the hostel.
- 12) Common hostel furniture/materials must not be moved without the permission of officer.
- 13) Any damage to the hostel property must be reported immediately to the officer. Hostelites will be charged for all damages except damages caused by normal wear and tear.
- 14) Pasting of posters, writings, wall chalking, slogans of any kind or defacing the hostel in any form is not allowed.
- 15) The Official Authority reserves the right to make spot checks on the hostel and rooms without prior notice to the students.
- 16) Electricians, contractors or any other service person may enter rooms as and when necessary in the course of their duty under the directive of the officer. However, every effort will be made to respect the privacy and dignity of the hostelites.

- 17) Visitors including parents are allowed only into the visitor's area of the hostel
- 18) All visitors must register at the guard and provide all details.
- 19) Hostelites are not permitted to allow visitors of the opposite sex into rooms at any time for whatever reason. Any hostelites found violating this rule will be expelled from the hostel.
- 20) Non- Hostelites students are prohibited in the hostel.
- 21) The inmates should close all the windows and doors and lock their rooms and suitcases before leaving the room to avoid possible thefts of valuables. The hostel authorities shall not responsible for the losses.
- 22) Hostelites are not permitted to change rooms or sleep anywhere other than in their own room.
- 23) Any hostelite who find his room-mate missing for more than 24 hours, must report to the official authority immediately. This is to enable the hostel authorities to take immediate action if any unpleasant incident had taken place. Your cooperation is very much appreciated. Hostel authority/Institute will not be responsible for missing of any hostelite/s.
- 24) Possession and / or consumption of alcoholic drinks, tobacco, gutaka, narcotic drugs etc. and smoking is strictly prohibited in and around the hostel campus. Keeping electric appliances such as T.V, heater, iron, oven etc in the rooms is also prohibited. If a student is found abusing the above, severe action will be taken.
- 25) In case of any emergency, please contact the security guards
- 26) Hawkers, Salesmen etc. are not allowed to enter the hostel premises. Students are advised not to entertain them and do any financial transactions with them.
- 27) If student caught while doing any misbehavior or conflict outside the hostel, he will be expelled without giving notice to him. Institute/hostel will not be responsible for the misbehavior or conflict
- 28) The official authorities have full powers to suspend / expel any student from the hostel.

Disciplinary action will be taken against the students if he found guilty of willful disobedience or defiance of authority or non-observance of hostel rules or mischievous and insolent or immoral behavior. **This action may be a fine, expulsion and /or forfeiture of the degree, depending upon the nature of the offence.**

#### **Undertaking by Students & Parents**

- 1) I will not complaint regarding facilities provided at hostel.
- 2) I am aware that Principal has power to expel me at anytime without giving me prior notice.
- 3) I am aware that hostel development fee taken by institute for welfare of student will not be refunded.
- 4) I aware / shall council my son/ward properly so that he will not take drastic step like suicide in the hostel premises. For that institute/hostel is not responsible.

I'll follow all rules & regulation and are accepted to me & my parents. I'll be completely responsible & ready for any disciplinary action if I found guilty of offence.

Students Signature with Name

**Date:**

**Place:**

Parents Signature with Name