



# Indian Institute of Information Technology Una [HP]

(An Institute of National Importance under MoE)

Saloh, Una (HP)-177209

IIITU/Hostel-RRs/2023

28, Aug. '23

## HOSTEL RULES AND REGULATIONS

1. Every student should stay in the allotted room only.
2. Mutual exchange of rooms after final allotment is not allowed. If found a strict disciplinary action will be initiated against all the students of the room and the student who found in other than the allotted room.
3. Visitors/institute male students or others are not allowed to enter into the Girls Hostel.
4. Students are advised to keep their rooms and hostel premises clean.
5. The students shall not damage any hostel property. If found a strict disciplinary action will be initiated and the financial recovery of the damaged property will be levied on the student.
6. Students should close the windows, doors, switch off lights, fans, etc., when not in the room.
7. Students are allowed to use only the accessible areas in the Hostel. Usage of prohibited or inaccessible areas will attract strict disciplinary action.
8. The students are not allowed to accommodate any guests in their rooms. If found, it will be considered as a violation of the hostel discipline rule and strict action will be initiated.
9. Students leaving the hostel after the academic hours should make an entry in the register kept at the security guard of the respective hostel.
10. Roll Call of the students in the hostel will be taken strictly between 09:00 pm to 09:30 pm.
  - Fine for late arrival and absence for roll call.
    - a. Rs.500/- for first time.
    - b.  $\text{Rs.}500 * 2^1 = \text{Rs.}1000/-$  for second time.
    - c.  $\text{Rs.}500 * 2^2 = \text{Rs.}2000/-$  for third time, and so on.
11. Permission for roll call extension will not be entertained. For any official work the permission for roll call extension from the Hostel Warden should be taken at least 3 days prior.
12. All the students have to report to the hostel by 10.00 pm and strict silence shall be observed in hostel from 10.00 pm to 6.00 am. Care should be taken at all times to ensure that music/loud talking is NOT audible outside the room. Any manner of festivities and noise making/celebrations will not be entertained, which may cause disturbance to other inmates in the hostel premises.
  - If the student is not following this rule, then the student will be subjected to the strict disciplinary action by the institute.
13. All the students should adhere to the mess timings and should wear a proper dress before entering the mess. Wastage of food in the mess is strictly discouraged and all the students should adhere to the same.

14. Students are not allowed to convene any meeting in or around hostel without the permission of Warden.
15. Birthday parties and unofficial gatherings are not allowed in the hostel.
  - Fine for the birthday party or unofficial gathering is Rs.2000/- per student involved in the event.
16. No gambling of any kind shall be allowed on the premises of the hostel.
17. Possession or Consumption of Alcohol / Drugs / Smoking: Students shall not bring, take and/or drink any alcohol/ intoxicating drink, drug or substance of any kind what so ever and/or smoke in the room and/or any part of the institute premises. An occurrence of such behaviour shall invite strict disciplinary action leading to rustication from the Institute.
  - Fine for the same will be as follows:
    - a. Rs.10,000/- for first time and suspension up to 1 month.
    - b. Rs.25,000/- and suspension for complete semester on repetition.
18. Possession of any electrical appliances is strictly prohibited. If found in the room, appliances will be taken into custody, which will be returned on the last day of the B. Tech. program, and a fine of Rs.5000/- will be levied on the student.
19. Student shall not bring any extra furniture or other fixture in the room. All furniture and fixture in the rooms allotted to students must be taken care properly.
20. The financial implications on the missing furniture or the damaged furniture will be in accordance with the Hostel Leaving policy of the institute.
21. Students are prohibited from interchanging any furniture/fixture from one point/location in the hostel to another. Besides a penal recovery, students involved in such activities will be expelled from the hostel.
22. Hostel authorities will not be responsible for any loss of money, jewellery, or personal belongings of any student. Students are advised not to keep any cash/jewellery or any costly items in the room.
23. If any common property is damaged or lost, the same shall be charged in equal shares to the students who are in common use of that property. Students shall not drive any pegs or nails into walls or stick posters on walls, windows and doors, and scribble with permanent marker pen on the walls, doors, etc.
24. The sports equipment issued by the students should be used only at the designated areas of the respective sports. If the student is found to use any sports equipment in the corridors or outside the designated sports ground, a strict action will be initiated and the sports equipment issued to the student has to be replaced with the new one by the student.
25. Students shall always treat the staff of the Hostel with due courtesy.
26. Service of the housekeeping staff shall NOT be utilized for private or personal work. No tips in cash or kind will be given to the housekeeping staff.
27. All visitors to the hostel including the parents/guardians will have to make necessary entries in the visitor's book available at the hostel entrance with the security guard. No student shall take any visitor including the parents to the room.

28. The concerned hostel authorities may visit/inspect the rooms of students at any time to ensure proper cleanliness and other discipline related matters.
29. Every hosteller should report back in the hostel before hostel timings, as notified by the hostel/institute authority. While going out of campus, proper entries have to be made in the register.
30. The hosteller must possess their identity cards with them all the time including while they are going out. Prior permission from the Warden is mandatory before leaving the station.
31. Leave form should be submitted 3 days prior to the date of leaving the hostel. Otherwise, the leave will not be approved and the financial implication mentioned for late arrival and absence of roll call will be levied. Only in emergency situations, the leave form may be submitted on the day of leaving which will be decided on a case-to-case basis.
32. Student has to report back to the hostel as per the date and time mentioned in the leave form and make an entry in the register after arrival. Not arriving on the date and time mentioned will attract the financial implication as mentioned for late arrival and absence of roll call.
33. The permission for the usage of reading room may be given only at the time of examinations. On the other days, the student should report to the hostel by 10.00 p.m.
34. E-commerce products and food deliveries are restricted up to the main gate of the institute and institute is not responsible for any loss or damage to the product or food.
35. Students are not allowed to possess any vehicle in the hostel, including bicycles.
36. All the students should follow proper discipline while using the stairs and the lifts.
37. Notwithstanding the above the institute has the right to impose restrictions of any kind, update, delete, modify the rules and regulations at any point of the time.

*Deviation from any of these rules and the rules which are updated from time-to-time will attract a strict disciplinary action which may lead to financial implications or suspension or cancellation of admission.*

  
**HOSTEL WARDEN**