

## Guidelines to Hostel Inmates

1. Students admitted to the Institute are assumed to be gentlemen and of sufficient maturity. They are expected to show full respect to the rights of others, a regard for self-discipline, and a high standard of honesty and moral conduct.
2. This institute is fully residential; all students must reside in the Institute campus at Dumna airport road, Jabalpur.
3. Hostel accommodation is provided with the implicit and express understanding that the resident student will strictly abide by the Hostel Rules and Regulations currently in force or as may be enforced from time to time. The Hostel Rules are not framed to restrict the conduct of individuals but to ensure that student body may live, and work together in harmony.
4. **Students are not allowed to stay overnight outside the hostel without prior permission from his/her warden. Students have to take written permission from the respective wardens if they are going out of station. They must also put their names in the attendance register along with their contact details available with security.**
5. Students should not leave the Institute campus between 22:00 to 06:00 hours without prior permission of the concerned hostel warden or competent authority as authorized by hostel warden. Violation of this will be considered as unauthorized leave and disciplinary action will be levied.
6. A student may be allowed to stay outside campus in exceptional cases due to medical reasons or otherwise by the competent authority.
7. **Hostel residents are not allowed to keep motorized vehicles with them. If anybody found using motorized vehicles he/she will be responsible for the consequences.**
8. Any position of Gymkhana or Hostel can be hold by hostel residents only.
9. At the end of each semester a student shall vacate his/her room and hand over the charge of the room including all items on the inventory to the Caretaker or any other official of the hostel authorized by the Warden. Any student desirous of retaining his room during the vacation must seek prior permission of his/her Warden.
10. **Any student holding any post or coordinatorship of any clubs should handover the keys & responsibilities to the office of Students' Affairs before proceeding for long leave of absence.**
11. Any act of intimidation or violence, willful damage to property or drunken and riotous behavior constitutes an offence.
12. A student, who has been found guilty for any indiscipline or misconduct, will not be allowed to hold any of the Gymkhana/Hostel position and will be debarred from all gymkhana/Hostel activities.
13. Students are prohibited from consuming alcoholic drinks, drugs, cigarettes, tobacco products or any other intoxicants inside the campus or to enter the campus after consuming the same. Any student found consuming such thing or in a drunken state in the Hostel or Institute campus will render himself liable for strict disciplinary action, including expulsion/rustication from Hostel/Institute.
14. Indecent/Obscene VCD, Cassette, Magazine, Book, etc. or other such material is prohibited. Possession of such items in the Institute Campus/Hostel is an act of gross misconduct.
15. Organizing parties of any kind inside the rooms are not allowed. Students should use the common area for such events with prior permission from the warden; however, after 22:00 hours no such activities are permitted.
16. As per orders of the SUPREME COURT ragging in any form is strictly forbidden. Any student indulging in ragging will be immediately expelled from Hostel and the disciplinary action may culminate in his/her expulsion from the Institute as well. It may be noted that ragging in any form is a cognizable offence. The Institute administration may report incidents of ragging to the Police for taking appropriate action under the law. Intimidating fellow hostel mates in any form will lead to ragging charges.
17. **Institute believes in the policy of "Save water and electricity" and expects students to follow the same. Switch off fans, lights, water taps and other electronic items while not in use. If in any room fans, lights or other electrical appliances are found in switch-on condition while no inmates are present, fine will be charged.**

**Dr. Prashant K. Jain**  
**Dean (Students)**