



HOSTEL POLICY

DAV UNIVERSITY JALANDHAR

Hostel Policy

A home away from home, the hostels at DAV University have been designed to provide a comfortable, safe, inclusive and secure living. Hostel staff is always available to support the students from different backgrounds to promote community. Living on campus provides students with opportunities to:

- Develop stronger interpersonal and communication skills
- Connect with a diverse population of people
- Engage in campus leadership, organizations and activities

Facilities and amenities include

- AC (Air-Conditioned) and Non-AC single and shared bed options.
- Rooms equipped with ergonomically designed furniture which includes a cot, chair, study table and a cupboard.
- Wardens, Supervisors, maintenance staff and security guards available 24x7.
- 24 hours water supply and power supply supported by stand-by captive generators.
- Dispensary, photocopy service, food kiosks, gymnasium, sport amenities, laundry service, Wi-Fi service and utility shop.
- Security guard to chaperone and safe transit students to and from the campus to the nearest bus stops for late night/early hours of the day.

A safe haven for our stakeholders, the hostel remains a part of the University bound by certain rules and regulations which will facilitate a memorable stay for the resident scholars. The purpose for framing the policy is to ensure safe and comfortable environment for students that paves a path for excellence in learning.

Do's & Dont's

The compliance with the defined rules is mandatory and the responsibility of having read the rules lies with the students and parents/guardians.

- Students are responsible for the safety of their personal belongings (mobile phones, laptops, jewellery etc.) and are advised not to keep cash money with them. University is not responsible for any loss of cash or other belongings of students.
- All incidents of thefts etc. (if any) should be reported to the warden immediately.

- If, at any stage, it is found that the information given to the hostel authorities by the students or the parents is wrong, strict action will be taken immediately by the authorities.
- No resident can pass on the key of his/her room to another resident or an outsider. It will be viewed as a serious and punishable offence.
- Possession and consumption of any kind of intoxicants/drugs will result in immediate expulsion from the hostel as well as the University.
- It is compulsory for all the parents to attend two meetings one when student will join hostel after admission and second with the start of second semester
- Any hostel student found skipping classes and staying in the hostel without the permission of hostel warden will be fined heavily.
- Lights and fans must be switched off when not in use. Students found keeping lights on in their absence from the room will be fined for their negligence.
- Day scholars are not allowed to enter the hostel premises so boarders should not indulge in inviting them.
- The entrance of outsiders in the hostel is strictly prohibited. Only authorized persons as permitted by parents will be allowed to enter and meet the respective students. If parents/guardian and any other visitor (if authorized) wants to stay for the night, he / she will be allowed only by the permission of the Chief Warden and other competent authorities of the University. Any misbehaviour or unwarranted act on their part shall entitle the University to take any action against them and/or the student.
- There will be checking of boarders' bag at two points, one at university main gate and other at hostel entry gate.
- Students must value one another's right to time and freedom and maintain a regulated way of life.
- Any celebration (birthdays etc.) can be organized only with prior permission and can be held in the Common Room only.
- **Ragging is a legal offence. The University has zero tolerance towards any attempt to harass newcomers. As per the Hon'ble Supreme Court orders, defaulters will face punitive action.**

- Action will be taken against the erring students who pass undesirable remarks about fellow students, indulge in physical and mental torture and show disobedience and non-co-operative behaviour.
- The authorities will be constrained to punish students for inappropriate behaviour / action which is detrimental to accepted social norms.
- Any student found skipping classes and staying in hostel without permission of the hostel warden will be fined.
- Parents should regularly check the attendance, house test results and record of outings of their wards and sign the reports.
- A boarder may be expelled from the hostel if he/she stays away from the hostel without permission or is found guilty of misconduct.
- It is compulsory for students to mark their attendance on daily basis, otherwise strict disciplinary action will be taken and fine will be imposed on the defaulters.
- All the students will report daily for Roll-Call in their respective hostels from 7.00 P.M. to 8.30 pm during winter session (November to February) and from 7.30 P.M. to 9.30 P.M. during summer session (March to October).

A boarder will have to seek permission from the warden for any kind of absence from hostel. Filling of the leave application form before going home is mandatory for the hostel residents. If a resident remains absent from the hostel without permission from the concerned authority (Chief warden/Hostel Warden) or violates any rules/policies /guidelines/instructions, the university shall be entitled to take any disciplinary action against the student which includes rustication/suspension/ withdrawal of residential facility or any other action as deemed fit by the competent authorities of the university.

- All complaints, if any, against unruly residents should be made to the warden. No student is allowed to take law into his/her own hands.
- Hostellers must not remain outside the hostel building after 7 pm during summer (April to October) and after 6 pm during winter (November to March)
- Students should report on time for attendance in the evening.
- Without prior permission of the Chief warden/ Hostel Warden/ hostel Manager, residents cannot leave the hostel. If a resident remains absent from the hostel without permission

from the concerned authority (Chief warden/Hostel Warden/ Hostel Manager) or violates any rules / policies /guidelines / instructions of the University, the University shall be entitled to take any disciplinary action against the student which includes rustication / suspension / withdrawal of residential facility or any other action as deemed fit by the competent authorities of the University.

- In case a resident scholar remains absent from classes in the university for seven days continuously without prior permission from the authorities, he/she will be asked to vacate the hostel. If any student extends his/her leave, the parents should inform the hostel warden within 24 hrs. If a resident student's name is struck off the University rolls for any reason, he/she will have to vacate the hostel seat.

Mess Rules:

- Students must take care of wastage of food during meals and must take their meals properly in the required quantity according to their appetite.
- Besides the hostel committee, a mess-committee of the students will be formed for the additional supervision in the preparation of hygienic food for students and to maintain discipline in the mess and hostel premises.
- The meals will be provided according to the menu duly approved by the competent authority.
- In case of any complaint regarding the quality, quantity, serving and non-adherence to the approved menu, the matter should be reported to the warden/chief warden/hostel committee.

- **The timings for dining in the hostel must be strictly followed.**

Breakfast 08:00 am - 09:30 am

Lunch 12:30 pm - 02:30 pm

Snacks 05:00 pm – 06:00 pm

Dinner 07:30 pm - 09:30 pm

- Residents will not be allowed to carry their meals to their rooms. The meals must be taken in the dining hall. Only in case of sickness, with the recommendation of the medical staff, a boarder will be allowed to take meals in her room.

- Non-vegetarian food is not permitted to be cooked or ordered/brought/eaten in the boarding house.
- Students' mess committee must meet at least once a month.

Visitors' rules

- At the time of joining the hostel, the parents/guardian shall provide the details and photographs of visitors who may be permitted to visit their ward in the hostel and whom he/ she may visit at their house.
- The resident scholars will be allowed to visit only those relatives who have been mentioned in their hostel admission form.
- Without the permission of the Warden, residents will not be allowed to meet any visitor. Defiance of the rule will invite strict action against the defaulter.
- A day scholar is not permitted to visit or stay in the hostel without the permission of the chief warden/Registrar.
- In case of emergency, the Chief Warden must be contacted. Visiting in such cases shall be permissible only with prior permission.

Visiting hours

Saturday	2-00 p.m. to 6-00 p.m.
Sunday	9-00 a.m. to 6-00 p.m.

(No visiting is allowed on other days or other holidays)


(Registrar)

REGISTRAR
DAV UNIVERSITY
JALANDHAR