

General Discipline for Hostel Students

- Identity card will be issued to all the inmates of the hostel. They should produce their identity cards on demand.
- Students should lock the rooms so as to keep their valuables safely and the hostel administration will not entertain complaints of theft of Lap Tops, Cell Phones, Cash and Jewellery. Lap Tops can be kept under safe custody of the hostels. Entry of all particulars of Lap Tops in hostel register of every block is a must.
- Members are strictly forbidden from using personal gadgets like transistors, tape recorder, VCR/VCD/DVD, hot plate, electric iron, cookers etc. However, to use other electrical appliances such as personal computers, table fan etc permission will be given on specific request and will be charged extra. Members should not tap electricity from other than the points provided for the purpose.
- You are expected to use the electrical appliances and fixtures in an efficient manner. For example, if you are not in your room, lights and fans should be switched off. Similarly, the common room appliances / electrical fixtures should only be in operation when you are there.
- Students using computers are not permitted to use multimedia speakers. Violation of this will be viewed seriously.
- Students are advised always to keep their belongings under lock & key and to lock their rooms whenever they go out.
- Students are advised not to keep expensive jewellery, heavy cash or any other valuables in their rooms. The hostel management does not own any responsibility for the loss of property left in the rooms due to the inmate's negligence.
- Students should not entertain vendors of petty items in the hostel blocks. However, licensed washer man shall alone be permitted to enter the hostel.
- No member is permitted to entertain any ex-student of this institution or other institutions. The penalty for disobedience of this rule will be very severe.
- Members shall not give any tips to service personals or cooks of the hostel & shall not demand any special service from any hostel employee. Students are not permitted to engage private guards.
- Members are strictly prohibited from taking out any procession or indulging in unauthorized group activities.
- Students should not arrange any function, meeting, or religious gathering within the hostel campus without special permission of the authorities. In case, the students need to organize a function at the hostel, they are required to get prior permission from the Chief Warden through the Deputy Warden after giving a written request in this regard. If the administration allows residents to organize any function, the hostel representative may be asked to provide a written undertaking of good conduct and observing accepted norms of behavior.
- Students involving in business, collection of funds, compelling others to join in some organization as a member etc must not be made under any circumstances.
- Inmates of the hostel are not allowed to make any complaint as a group. Individual petitions alone, addressed to the warden will be looked into.
- No one shall indulge in politics, violence, rioting or instigate communal feelings or have dealings with outside elements. Such activities may lead to expulsion of the student from the hostel and college.

- No member shall absent himself from the hostel without prior permission from the deputy warden.
- The students of the hostel are not allowed to stay in the hostel during the college working hours. In case if they have to stay, they should apply for leave as per college rules informing the deputy warden the reasons for staying in the hostel during working hours.
- Students securing less than 95% attendance in a semester will not be permitted to stay in the hostel for the subsequent semesters.
- Management Representatives are empowered to check the hostel rooms at any time and the equipment/materials. In case of ladies hostels, inspection will be carried out in the presence of the deputy warden/SRO/supervisors.
- Activities involving recreation or exercises will be carried out in such a way that they do not cause any damage to SRM property or hostel premises. Any damage caused by way of such activities shall be rectified at the cost of the concerned hostelites.
- Through the support staff at hostels, we provide you the following services:
 - Day-to-day maintenance work
 - Cleaning of premises
 - Newspapers/Sports and recreation facilities
- If you are facing any difficulty adjusting with your roommate and unable to resolve the issue, the matter must be reported to the administration immediately. You are expected not to involve your parents or guardians, in such cases.
- None of the furnishings / appliances provided in individual rooms or common areas can be removed and/or relocated. Even in case where a student has been allotted a single room, the furnishings will not be disturbed.
- Students should return to their rooms by 9.00 pm and maintain absolute silence for study hours upto 11.00 pm.
- If any student plans to stay away from the hostel after 9.00 pm, they have to plan in advance and inform the Deputy Warden in writing. Verbal messages to the Warden/SRO will not suffice. Information sheets must contain the place where they have planned to go as well as the contact telephone number. Permission from their parents in writing is mandatory for staying outside the hostel.
- Smoking inside hostels and common areas is not permitted.
- No student is allowed to use any sort of narcotics. Any student found involved in use or possession of narcotics will be expelled from the hostels in addition to other disciplinary action.
- Outgoing mail will have to be sent by the individual. However, incoming mail will be received by the Hostel Office and will be sent to the respective block if full information is available. Registered letters will be delivered to the recipient directly by the mail carrier only.
- Sleeping in common rooms is strictly prohibited.
- Hostelites are required to keep their bicycles at the stand properly locked.
- Two wheelers/Cars are not permitted in the hostel premises.
- Cooking in hostel rooms is not permitted.
- Misconduct or infringements of rules & regulations and activities which are not in the interest of the institution and harmful to the reputation of the institution will make a student liable for severe disciplinary action and even expulsion from the hostel & College.

CHECK-IN: Hostel admission application has to be submitted to the SRO of the block while checking in to the hostel as per rules; this form is available with the hostel office.