



MAHATMA VIDUR AUTONOMOUS STATE MEDICAL COLLEGE, BIJNOR

General rules and guidelines for MBBS Boy's Hostel

All resident and staff should be aware of the following rules and guidelines for the smooth functioning of the MBBS Boy's hostel. This will aid to ensure in creation of a safe, secure and healthy environment for academic and personal development of the students.

1. Room Allocation and Residence

- Rooms are allocated upon producing the receipt of payment of hostel fees on first come first serve basis sequentially when the students reports to the warden's office after completion of admission process.
- Student must submit one proof of their home address, details of their parent/ guardian, and 2 passport size recent photographs and preferably contact details of one local guardian.
- Mutual exchange of rooms is permitted after one month of admission closure to a maximum of two (2) such exchanges in an academic year.
- Students are responsible for their valuables and are advised to refrain from expensive jewelry, large amount of cash, etc during their stay in hostel.
- Students should keep themselves update with notices, circulars, office orders, etc put-up on the hostel notice board.
- Students should clear their respective dues within stipulated time period.
- Students voluntarily vacating hostel or being expelled from hostel for any reason may not be allowed re-entry into hostel for their remaining tenure at Mahatma Vidur Autonomous State Medical College, Bijnor. Re-entry maybe permitted in instances only after such application has been approved by the college council.

2. Hostel Timing

- Students should return back to campus by 5pm.
- Students must return back to their respective rooms by 9.30pm.

- Hostel doors are closed between 9pm to 6am.

3. Furniture

- Each student is provided with bed, mattress, table, chair and wardrobe.
- Students are responsible for the maintenance of the allotted furniture and the same has to be returned back upon completion of their course.
- Student may be permitted to bring personal additional furniture by obtaining prior written permission from the warden's office. No objection certificates of the room-mates are required with written application.

4. Electrical Appliances

- The use of heavy appliances like heater, induction plate, press, air conditioner etc is prohibited.
- Coolers of up-to 50 litres tank capacity maybe permitted with prior written permission of the warden.
- Students are to ensure all lights, fans and electrical equipments are switched off while leaving their respective rooms.

5. Attendance

- Students must mandatorily sign their morning and evening attendance in the register maintained at Warden Office/ security desk in-front of designated person.

6. Leave

- Student must apply for leave, minimum five (5) days in advance with supportive document in prescribed format in their own handwriting to the warden office.
- For emergency leave (sickness, death in immediate family, etc) student should contact security desk/ warden office.
- The warden reserves the right to deny leave application as deemed appropriate.
- While proceeding on leave, student must ensure their rooms are under lock and key.

7. Visitors

- Visitors have to enter their details, enter their entry and exit time and sign the register and are eligible to utilize the visiting area in the hostel groundfloor.

- Male visitor may be allowed hostel entry between 7am to 7pm.
- No female visitor is allowed beyond security desk.
- Non residents are not permitted night stay in the hostel.

8. Cleanliness and Hygiene

- Littering of any kind is strictly prohibited.
- Campus area and rooms must be kept neat and clean.
- Random room inspection will be done.
- No cooking is allowed in the rooms.
- Bringing food and utensils from dining hall is prohibited.

9. Safety and Security

- The hostel is under 24x7 CCTV surveillance.
- Entry/access of students to rooftop is prohibited.
- Entry and exit in hostel beyond permitted time is restricted to emergencies only.
- Emergency contact information (Warden, Security, etc) is displayed and students are advised to make a note of the same.
- Student should not leave hostel without informing the warden office/ security desk
- Students are advised to not roam alone in campus beyond daylight.
- In case of any emergency, student should contact/ inform the warden immediately.

10. Discipline and Conduct

- Students are expected to maintain the decorum and standard befitting a medical graduate and treat fellow hostellers and staff with dignity and respect.
- Ragging, bullying or any form of harassment is prohibited and will result in disciplinary action.
- Students should refrain from any activity which can cause nuisance.
- All types of tobacco, alcohol, and narcotics are strictly prohibited.
- Any types of weapons or firearms are strictly prohibited.
- Violation of any rules and regulation will lead to disciplinary action that may include fine, suspension from hostel/college for defined time period, permanent expulsion from hostel/college, and may include formal police complaint.

11. Damages and Maintenance

- Any damage to property should be immediately reported to the warden office.
- Students will be liable to repair costs of any damages to the college properties.

12. Recreation and Other Facilities

- The hostel provides recreation room with LED screen, indoor games.
- A separate gym/Yoga room is also available.
- Sick room is available in the hostel for first aid and minor ailments.
- Ambulance facility is available.
- Geyser facilities are available in the bathrooms.

13. Grievance Redressal

- Any suggestions or issue regarding hostel facilities, complaint against fellow hostellers or problem with staff can be submitted in writing to the Warden office or to Student Welfare Committee.

Anish
18/10/2024
Asst. Warden, Boy's Hostel
MVASMC, Bikaner.

Anish Bhatnagar
18/10/2024
WARDEN,
BOY'S HOSTEL
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