



RULES AND DISCIPLINE FOR ADMISSION IN HOSTEL:

- 1) Admission is open to students of D Y Patil University on first come first basis. Preference will be given to out-station students.
- 2) The application form completed in all respects should be submitted to the Hostel warden on any working day during office hours along with all required annexures.
- 3) Admission to the Hostel will be canceled if incomplete or false information is furnished.
- 4) Applicants who are offered admission in the Hostel will be informed by letter/email or their names will be put up on our website (3 days prior to start the course). They will have to take up the accommodation by the stipulated date, failing which his/her admission will be cancelled and the seat will be offered to another student.
- 5) Admission will be valid for one academic year only. After the completion of the tenure, fresh application will have to be submitted for extension.
- 6) Students will be required to vacate the room within 3 days on completion of the scheduled examination each year, subject to adjustment of examination dates fixed by the appropriate Authority of D Y Patil University.
- 7) Students are allowed to stay in the Hostel during the winter / summer vacations.
- 8) Fresh application will have to be filled up for next year accommodation.
- 9) Students are required to give their consent about continuing the Hostel facilities in the next year, when asked by the authorities.
- 10) Hostel fee for the next academic year is required to be paid in the month of February to April in case of extension.
- 11) DYPU reserves its right to cancel admission of undeserving students without giving any reason.
- 12) DYPU reserves its right to increase the hostel fee, if necessary, with prior intimation to students.
- 13) Hostel accommodation in flats is tentative, which depends on availability of the flat.
- 14) Student residing in the Hostel managed by DYPU shall strictly observe all the Rules and Regulations in force from time to time. Breach of rules / regulations may invite rustication / fine.
- 15) During their stay in the Hostel they will be under the control of the Officials of DYPU / Warden.
- 16) Smoking, consumption of alcoholic drinks, drugs and spitting is strictly prohibited in the hostel premises. Strict action will be taken against defaulter (as per rule).

- 17) No guest or visitor of the inmate will be permitted to visit rooms. Visitors and guests should be received in the Reception area only between 9.00 a.m. to 7.00 p.m.
- 18) Every student shall be in his hostel by 11.00 p.m. If he has to stay out after the said timing owing to any special reason, he must obtain prior permission from the Warden. Late entry without prior permission will invite penalty / rustication. Please Note that, 'Night out' is allowed only to visit local guardian or relatives staying in Mumbai/Navi Mumbai. A maximum of 4 'Night outs' will be allowed in a month. The students who are taking night outs are not allowed to enter the hostel after 11 pm on the respective day till next day morning 7 am of taking the night out. Students have to submit a copy of the night out application (duly signed by the hostel authorities) to the security guard and also need to enter the time of leaving the hostel on the night out register.
- 19) No students shall use the service of a hostel servant for personal work even on payment. He shall also not bring any servant from outside even temporarily.
- 20) Students will not enter rooms of other students without permission of the inmates. Students should not go to other Students flat after 11.00 p.m. in the night.
- 21) Every case of illness and accident must be reported immediately to the Warden.
- 22) No functions or celebrations shall be organized except with the permission of the Warden.
- 23) Resident students are not permitted to convene any meeting of any sort under any circumstances anywhere in the Hostel premises without the prior permission of the Management.
- 24) No poster etc. should be put up anywhere, either in rooms or lobbies.
- 25) Students are not allowed to play any kind of sports in the room.
- 26) Throwing of water, color etc. on one another and on the walls / property of the hostel is strictly prohibited.
- 27) Students suffering from any contagious disease will not be allowed to stay in the hostel. Decision of the Warden in this regard will be final and binding. Medical fitness certificate has to be submitted.
- 28) Allotment of the room, furniture etc. will be entirely at the discretion of the Warden and no complaint in this regard will be entertained.
- 29) Every student shall keep the room allotted to him clean and neat. He shall take proper care of the furniture and fixtures handed over to him. The hostel authorities have the right to enter and inspect the rooms at any time, even in the absence of students.
- 30) All matters relating to differences among students and complaints about the hostel staff shall be brought to the notice of the Warden, who will take such action as may be necessary.
- 31) Students are expected to switch off the lights and fans in their rooms every time they go out and take precautions to economize electricity consumption.
- 32) Charges for any damages to the property as well as to the furniture and fixtures

caused by a student/student's negligence will be recovered from the student/students staying in the said flat / room.

- 33) Student should not drive nails, screws etc. into the wall or doors. No repair shall be done by the students themselves. They should approach the Warden who will arrange for repairs.
- 34) Hostel is meant only for the use of Bonafide students of that particular hostel. Visitors are not allowed to enter any room.
- 35) The Hostel Authorities do not hold themselves responsible for the safe custody of the property of the students staying in the hostel. Students should provide their own locks and should take proper care of their belongings. They should not leave the key of the room anywhere around. DYPU will not be responsible for the loss of personal belongings of the students.
- 36) All the facilities including additional facilities like T.V, Internet etc., misused, shall be discontinued without given any notice and disciplinary action will be taken against the students involved.
- 37) Before leaving the hostel, a student must pay all dues and hand over the charges of rooms and other material in satisfactory condition to the Warden.
- 38) If any student is found misbehaving and misconducting himself, he/she will be expelled from the hostel immediately and the fees paid by him / her will be forfeited.
- 39) Permission must be sought and obtained, if night outs (only for local guardian and parent's house) are desired from hostel in charge, 1 day in advance.
- 40) No loud music system is allowed in hostel / flats.
- 41) Any complaint (indecent behavior/noisy) from the neighbors/society will result in severe action.
- 42) Hostel is required to be vacated with luggage in every summer vacation if not applied for extension.
- 43) Students are provided with some add on facilities (tentative) like Fridge / TV / Internet connection / Water Filter / Single Bed / Cupboard / Chair / Study Table etc. Cleaning staff / Security services are provided at every location. Since down time in the operation of internet is a general phenomenon, hence students are expected to bear the same.
- 44) Ragging is strictly prohibited inside the hostel premises.
- 45) The students have to apply leave in prescribed form one day in advance, stating the reason for leaving and the address of destination and have to take approval from hostel authorities and a copy of the leave application form need to be submitted to security guard of respective hostels, if anyone leaves the hostel.
- 46) Students are prohibited from consuming alcoholic drinks, cigarettes, tobacco products or any other.
- 47) The hostel authorities or their representatives may enter any room for verification at any time of the day or night in the presence of the student.
- 48) Playing Holi and celebrating any festivals which will cause any damages

inside the hostel premises is strictly prohibited. Disciplinary action will be taken against any student found guilty of violating this rule.

- 49) In case the students go for tours/picnics organized by Private groups or unofficially on their own, DYPU will not bear responsibility for any mishap and the students will have to go at their risk.
- 50) In and out time entry should be made in register properly.
- 51) The allotment of rooms is random basis. Therefore, there is no provision for choosing a hostel roommate.
- 52) There is no provision for prior reservation of hostel rooms for students or their parents.
- 53) The student may occupy the room immediately after allotment.
- 54) Students are required to make entries in the INWARD & OUTWARD register maintained at the Security Desk while coming in & going out of the Hostel premises.
- 55) Students are requested to keep a check on running tap while making an exit from the room. The student occupant of that room will be charged a fine of Rs.500/- if tap is found running in their absence.
- 56) If the Hostel Room keys are lost by the occupant, the student will be fined Rs.500/-
- 57) Electrical Appliances should be switched off while leaving the room. If found not doing so, occupants of that room will be penalized
- 58) Electricity Bill is included in the Hostel Fee. However, Electricity Bills for any extra electrical appliance brought in by the student like microwave, hotplate, etc. will be charged.
- 59) Pets are strictly prohibited in the Hostel premises.
- 60) Refund of Hostel fee is allowed only in the case of cancellation of admission from DYPU. If the cancellation is made before start of class, Rs. 3000/- as processing charges will be deducted. After start of class there will be no refund. The deposit amount will be refunded within 3 months of vacating the Hostel.**

DECLARATION TO BE SIGNED BY THE STUDENT

I have read all the Rules and Regulations of the Hostel. I hereby agree to abide by the rules and regulations of the Hostel in force from time to time. I am liable for disciplinary action in case of any breach.

Date:_____Signature of Student_____. Signature of Parent

_____ Signature of Local Guardian _____

