

## CHENNAI INSTITUTE OF TECHNOLOGY HOSTELS

### INTRODUCTION

HOSTEL the students accommodation at CIT Hostel is a “Home away from Home“. In our campus separate with propulsive room facilities. In hostels Eco park, 24 hrs. ambulance facilities, solar water supply, purified drinking water, study hall, recreation hall and WI-FI facilities.

Laptop, mobile phones are allowed. Students can use lab (COE) facilities to involve in r students can also access the gym facility in the specific time both in the morning & in the involve in the sport activities. Both Vegetarian & non-Vegetarian food is provided in the hostel Separate hostels for boys and girls are available and at present, we can accommodate 500 furnished with bed, cupboard etc.

### RULES AND REGULATIONS

The following rules and regulations should be strictly followed by the hostellers during their stay in hostel:

1. The hostel resident should furnish correct address, telephone, mobile number of the parent/guardian. Any change of permanent address should be informed to the hostel administration immediately
2. Hostel residents will be given identity cards, which must be produced whenever required by the hostel/ university administration and security.
3. **Ragging is strictly prohibited. If a hostel resident is involved in any such activity, which cause inconvenience, embarrassment or hurt the feelings of other residents, which is a criminal offence, it shall be dealt severely as per rules.**
4. Playing Cards, smoking, consuming alcohol, using drugs and narcotics and even possession of such things is strictly prohibited. Anyone found using/Possessing such things should be expelled from the hostel immediately.
5. Hostellers are not supposed to indulge in any type of quarrel with the co- hostellers or hostel staff. They are required to maintain peaceful atmosphere in the hostel premises. Any hosteller who indulges in any sort of indiscipline, unlawful acts either on the campus

or outside will be expelled from the hostel.

6. Hostellers are not supposed any objectionable items. The Principal /warden is at liberty to inspect the belongings including cupboards of the hostellers, in case of any doubt or suspicion, at any time irrespective of whether the hostellers is available or not. Hostellers are liable for expulsion immediately, if such objectionable things are found in their possession.
7. All the hostel students should maintain their hostel rooms and hostel premises neat and clean and cooperate with the hostel staff. Hostellers are not permitted to make any loud noises and create disturbances to the fellow hostellers. All the students should switch off lights and fans when they leave their room. If any intentional indiscipline is observed, suitable fine will be imposed or the student may be expelled from the hostel.
8. Posters should not be pasted on the wall/doors etc, and no captions etc shall be written on the same.
9. No student is allowed to stay in the rooms particularly during their colleges class timings except on genuine grounds with the permission of Warden.
10. Unauthorized changing of rooms is not allowed. As per the need and necessity, whenever it is required, administration can change /shuffle their rooms. In this regard objections are not entertained from the hostellers.
- 11. Yearly renewal in the hostel is based on the student performance in the hostel. If any student fails or is detained in any semester, he/she will not be permitted to stay in the Hostel Further.**
12. All the students should pay their hostel fee before the admission of academic year without any delay. Hostel fee may change at the time of admissions, as decided by the Management.
13. Caution deposit is not adjustable to any hostel bill. It will be adjusted or refunded at the time of vacating the hostel.
14. The boarding members of the hostel are expected to take the food prepaid in the hostel mess and no outside food is allowed for maintaining hygiene. No student should intentionally waste food material or spoil the Kitchenware. Utensils/any, material from mess should not be taken outside. Any deviation in this regard will be considered seriously and punished suitably. Boarders should maintain mess timings scrupulously.

15. Hostellers are not permitted to entertain any guests in their rooms without prior permission from the warden. If any outsider is found in the hostel room, Fine will be collected from the inmate of the room.
16. Hostellers are allowed to go out after 9.AM and should report to hostel before 7PM. (in case of girls 6.00PM) during holidays with permission only, but are not permitted to leave the campus in working days. After arriving at the hostel inmate should sign in the register kept for the purpose. No student is allowed to leave the premises after 7PM. (In case of girls 5.30 PM) if any deviation is observed, suitable action will be taken. Students should note that number of permissions will be limited on subject to the genuinity of purpose. Letter of permission should be submitted to through the hostel supervisor. First year students (UG) will be permitted only when they are accompanied by the parent/ Designated local guardian.
17. Parents and local guardians are allowed only on Sundays and public holidays from 4PM to 6Pm.
18. Hostel authorities are not responsible for any loss of student's personal items such as cell phone, laptops, or any other gadgets. They should take care of their belongings. It is advised, not to reveal your ATM card pin number to any of your friends or other to avoid the misuse of the same. As precautionary measure, hostellers are advised not to bring any valuable things and cash to the hostel and they are advised to deposit the excess money in the bank.
19. Security inside the hostels and on the campus monitored by the Warden/Supervisor and security personnel.
20. The hostellers who wish to leave the station shall apply for leave and obtain permission in writing two days in advance. They shall also intimate their address of their stay during this period.
21. Hostellers are permitted to receive the phone calls during 6PM to 10Pm only. Talking in phone during late hours should be avoided, which causes inconvenience to the co-hostellers.
22. The damage to the hostel properties will be collected with fine from the student concerned, and if nobody is identified, the same will be included in general breakage/ damage and cost will be collected from all the hostellers.

23. Hostellers are not permitted to use iron boxes and immersion heaters in their rooms. If any hosteller is found using the same he is liable to pay a penalty.
24. Hostellers are not expected to have personal vehicles on the campus. Those who wish to have personal vehicles should obtain prior permission from the authorities.
25. Celebrating parties on any occasion including birthday is strictly prohibited inside the hostel.
26. Students are not allowed to play any outdoor games inside the hostel, which causes breakage and accidents.
27. Any type of personal/group meetings and parties are strictly prohibited inside the hostel premises. Collecting money from such activities is banned.
28. All the hostellers should hand over the room in person at the end of semester/academic year to the warden/Supervisor.
29. If any objectionable exercise is made by the hostellers, they may be suitably penalized or expelled from the hostel.
30. The decision of Principal/warden institution authorities is final in all matters related to the hostel administration.
31. All the hostellers are bound by the rules in force as on date.

### **DECLARATION**

This is to state that I have read the above carefully and I Mr./Ms. \_\_\_\_\_

Studying \_\_\_\_\_ hereby abide by the above rules and regulations.

I am aware that shall be liable to disciplinary action in case of any deviation from the rules.

**Signature of the Parent**

**Signature of the Student**

**Date:**