

MORIGAON COLLEGE

HOSTEL RULES, 2018

(Approved by the Canteen and Hostel Management
Committee, Morigaon College)



Morigaon: Assam

782105

GENERAL RULES FOR BOARDERS

1. The college shall provide accommodation in its hostels, to the regular students admitted to the Academic Programmes of not less than one year duration including Research Scholars, subject to availability of seats.
2. Hostel accommodation will not be available to the students of Study Centres of Open and Distance Learning run in the College Campus.
3. Every boarder must acquaint themselves with the rules and regulations of the hostel. They must obey these rules strictly. Ignorance of rules will not be accepted as an excuse.
4. Boarders will be provided furniture according to the norm set by the Hostel Committee of the College. Demand for additional furniture will not be entertained.
5. Every boarder is morally responsible for safeguarding of hostel property they use. Damages caused to hostel property due to misuse by boarders is liable to disciplinary action.
6. Every boarder is responsible for using equipments run by electricity with utmost economy. They must switch off all electrical appliances/gadgets when not in use.
7. Ragging is strictly prohibited in the hostel and college premises. Any boarder found involved in such acts will attract strict disciplinary action by the Hostel Management Committee and the Anti-Ragging Committee.
8. Boarders must not indulge in any act of intimidation or violence and drinking, smoking or using abusive substances inside or outside the hostel premises. Punitive action shall be initiated against anyone found resorting to such acts.
9. Cooking of food inside the hostel room is strictly prohibited. Boarders should also abstain from bringing home-cooked food in their rooms.
10. Boarders should take care of their personal belongings and use their own locks in the rooms. The college/hostel authority shall not be responsible for any loss or damage of the personal belongings of the boarders.
11. It is required for each boarder to have one local guardian who shall be nominated by their legal guardian/parents.
12. Boarders of the hostels shall not hold any meetings within the hostel premises without the permission of the concerned Hostel Superintendent. Such permission, if required, should be obtained at least twenty four hours in advance.
13. For any complaint, the boarders should directly approach the Hostel Superintendent.
14. All boarders are required to furnish their particulars along with a passport size photograph and sign a declaration vowing to abide by the hostel rules, in the form prescribed by the competent authority, at the time of claiming their hostel seats.

15. All boarders must strictly adhere to the evening entry time of the hostel, as notified by the competent authority from time to time.
16. To carry out necessary personal errands, a boarder is allowed permission between 3 pm to 5 pm. However, in such cases, a boarder must record the details of the errand and their exit and entry time in the “Exit and Entry” register.
17. It is mandatory for the boarders to attend the daily attendance in the evening. Acting on behalf of roommates/friends to record the daily attendance will be considered as breach of rules. The Prefect/ Assistant Prefect shall be responsible for recording the daily attendance in the Hostel Attendance Register.
18. Boarders are strictly prohibited from chatting/gossiping or holding loud conversations over phone in the hostel corridors.
19. In addition to these rules, the boarders are also governed by the rules, order, instructions etc. issued by the competent authority from time to time. All boarders shall fully cooperate with the hostel authority for smooth functioning of the hostels.
20. It is desirable for all boarders to maintain peace and solidarity in the hostel.

LEAVE RULES

21. For seeking leave from hostel, a boarder must submit an application to the concerned Hostel Superintendent explaining the reason of leave and the period for which such leave is sought. Additionally, a boarder must record his/her period of leave in the “Exit and Entry” register provided by the hostel authority.
22. Absence from the hostel without prior permission from the superintendent is to be considered as an act of gross misconduct and would be liable for disciplinary action as deemed fit.

MESS RULES

23. There is a Hostel Mess Committee comprising of the Superintendent, Matron, Prefect, Assistant Prefect, an auditor and student representatives to look after the functioning of the mess. For any complaints related to the mess, the boarders should directly approach the members of the Hostel Mess Committee.
24. It is mandatory for all boarders to join the hostel mess. The hostel mess is managed and run by the boarders of the respective hostels by forming a group of 3-4 on a rotation basis. It is mandatory for all boarders to act as mess managers as per the allotment provided by the Hostel Mess Committee.
25. The mess dues should be paid within 5 days of the commencement of a mess. Delayed payment or non-payment of mess dues will lead to imposition of fines, as decided by the Mess Committee.
26. There shall be no rebate on mess dues on the ground of absentism from hostel.
27. The menu will be decided by the Mess Committee in a General meeting with the boarders at the beginning of each academic session.

28. Boarders are not allowed to eat their meals in any room, apart from the dining hall. Anyone found taking food inside their hostel room will be fined forthwith.

RULES OF CLEANLINESS

29. The boarders are responsible for keeping their rooms clean and tidy.

30. The hostel premises and shared spaces viz. dining hall, common room, washrooms, corridors, wash basins, water purifier etc. must be kept clean. Littering within or outside the hostel will lead to strict consequences.

RULES FOR VISITORS

31. Parents/ Guardian/Local Guardian can visit their ward during the visiting hours as specified below:

32. Working days: 3 pm to 5 pm

33. Holidays including Sundays: 10 am to 12 noon and

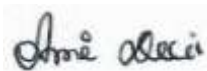
2 pm to 5 pm

34. There shall be a visitors' register in every hostel. It is mandatory for the visitors to record their visits in the register by specifying their particulars and purpose of visit.

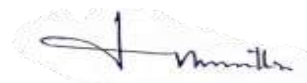
35. The hostel administration reserves the right to deny entry into the hostel to any visitor if, in its opinion, the visit including any student is likely to disturb peace and order in the hostel.

36. No visitors are allowed to enter the rooms of their wards without prior permission of the hostel authority.

37. Visitors shall not drive/ride their vehicles upto the hostel gate. They shall park their vehicles outside the college premises.



(Ami Devi)
Convener
Canteen and Hostel Management Committee
Morigaon College



(Dr. Lila Kanta Barthakur)
Principal
Morigaon College



Principal
Morigaon College