

DISCIPLINARY RULES FOR THE STUDENTS OF HOSTELS

The following rules shall apply to both MALE and FEMALE students residing in the hostels violation of any rule will make them liable to disciplinary action including expulsion from the hostels and also from institution.

- 1- Every student must remember that the hostel is the home of the student on the campus and therefore, he/she should behave himself/herself on the campus as well as outside in such a manner as to bring credit to him/her and to the institution.
- 2- A student once admitted in the hostel will continue to be a hostel inmate throughout the year unless otherwise debarred from the hostel on disciplinary grounds. In special circumstance, if the student wants to stay outside the hostel prior permission must be taken from the Dean's office, unless they clear the dues, they shall not be allowed to take professional examinations. Further, he/she may be expelled from the halls of residence and /or messes.
- 3- The admission into hostel is valid up to commencement of academic programme.
- 4- Room furniture, electrical fitting etc., are required to be maintained by the students in good condition.
- 5- Residents shall occupy the rooms only after allotment is made by the Hostel Warden concerned. Change of room may be permitted in exceptional cases, provided it is deemed necessary/justified by the Warden. Unauthorized occupation of any room or exchange of rooms shall be treated as serious violation of disciplinary rules of the hostels Residents found guilty of such violation of the hostel rules shall be expelled from the hostels without any further enquiry.
- 6- No parent or guardian of a student is permitted to stay in the hostel.
- 7- All boarders except residents/interns on duty shall not remain absent from the hostel during night between 9.30 PM to 6.00 AM without prior permission from chief warden. Permission to stay absent should be sought well in advance (at least three days before planned absence). Immediate permission will be granted by the Chief warden in case of emergencies only. All boarders are mandatorily required to carry on their identity card whenever they move in or out of the campus.
- 8- Visitors are not permitted in the hostel after 7.30 pm. However, in special cases, prior permission of chief warden must be obtained to stay beyond these hours.

- 9- Boarders are not permitted to leave the headquarter without permission from the chief warden. Permission for the same should be sought at least 3 days before date of departure from the headquarter. Hostel students who leave hostel without the application and prior permission shall be deemed to be missing and their parent/guardian or even the police authorities may be intimidated.
- 10- Any hostel student harboring any unauthorized person(s) will be expelled from the hostel immediately.
- 11- Boarders of the hostel should not leave the hostel premises on holidays for the purpose of excursion or picnic without prior permission of the Chief Warden. Permission should be sought from Dean (Academic) /Registrar if group of more than 5 students together are to leave the hostel premises on holidays for the purpose of excursion or picnic. However, for any accident or fatality that may occur during picnic/excursion, the repressibility does not lie with the institute or Hostel authorities.
- 12- No resident of the hostel is permitted to take any article/utensils etc., outside the hostel/mess premises and even to his/her room.
- 13- No association of students on the basis of region, caste or creed is permitted.
- 14- No secret activities or meetings are permitted on the hostel premises. For holding any meeting in the hostel room or anywhere in the hostel area, prior written permission should be obtained from the Warden.
- 15- Residents shall refrain from any act, covert or overt, that may destroy or disturb the peace and harmony among the residents and on the campus.
- 16- No hostel inmate shall take the law into his/her own hands. If any of the hostel inmates find that other students are indulging in any undesirable activity or causing inconvenience or physical injury to him/her or to the other hostel inmates, he/she should lodge a complaint in writing with the warden concerned.
- 17- Keeping of lethal weapons like sticks, rods, chains etc. in the hostel rooms is strictly prohibited.
- 18- The hostel cannot be considered as the hiding place for miscreants. The police authorities may enter the campus and detain anyone depending upon the severity of the offence.

19- Students of MBBS first year are kept segregated in the initial 3 months to prevent incidents of ragging. Other MBBS hostel boarders are not permitted to interact with these students during this period. In an event there arises a need to interact for example: participation in various competitive events like sports, debates, dances etc. permission should be sought three days prior to the event.

20- Hostel inmates who are found guilty of misconduct or guilty of infringement of any of the rules prescribed above shall be liable to fine, suspension, rustication or dismissal either from the hostel and /or from the institute or both by the appropriate authority.

21- Accommodation in the hostel cannot be claimed as a matter of right. Students who disturb peace and violate the rules of the hostels on the campus will be expelled from the hostels.

22- The consumption or storage or supply of liquor, cigarette or any sort of intoxicant or drugs is strictly prohibited and if found guilty, the offenders will be dealt with severely, including prosecution. Any kind of gambling is also prohibited.

23- Medical facilities are provided at the AIIMS Hospital for routine health problems.

24 – In case a student falls sick, he /she should contact immediately the Warden.

25 – Residents shall not get involved in arguments or otherwise interfere with the duties of the employees of the hostel. if there is any complaint or suggestion to be made, it shall be made to the warden concerned.

26- A hostel student will be completely responsible for all his possessions including his/her laptop/computer/Electronic gadgets, etc., The institute will not be responsible for any loss incurred.

27 -No one should use the belongings of other students without their consent.

28- Boarders will be personally and collectively responsible for any loss/damage to the properties and equipment and other fittings in the common halls. In case of damage to any buildings, furniture, apparatus or other property of the college, the loss caused to the institution shall be recovered directly from those identified persons whenever

possible. But if persons who cause the damage are unknown, the cost of repairing it as may be assessed by the hostel authorities, will be distributed equally among all the students of such group or association as may be found responsible.

29 -Students are advised not to keep valuables in the hostel rooms. They are advised to deposit extra cash in the bank or in the post office or at any other safe place.

30- They should lock their rooms properly when they go out for their bath, mess etc. Each room-mate must keep a key of the door lock of his room, particularly in the case of double triple seated rooms.

31-Junior & Senior Residents are permitted to install 1-ton AC in their room only after obtaining permission from Engineering department. Only cloth iron & tea maker may be allowed for the junior and senior residents.

32 – Fans and lights must be switched off when the students leave their room. Light must be switched off positively when they go to bed. In case it is noticed that fans/light are on the locked the room, a heavy penalty will be imposed for wasting the costly energy sources.

33- Every student residing in the hostel must dine in the Hostel messes only. Individual / group cooking in the rooms is forbidden. if found, they will be expelled from hostel or fined.

34- Playing music and videos etc. inside the rooms is strictly prohibited as it causes disturbance to the inmates, any such complaint against boarders will be viewed very seriously and seizure of the gadgets will be made along with imposition of heavy fine.

35- The room of any student in the hostel can be inspected at any time by the warden or any authorized member of the institute staff or district police officials. Inmates are advised to keep their ID cards with them and Produce it on demand.

36- Block Volunteers /mess volunteers will be selected on merit or as desired by the Warden from among the Block/mess students to assist him/her in the supervision of hostel block/mess and in enforcing discipline. Every hostel inmate shall co-operate with him/her in the act of discharging his/ her duties.

37- Hostel inmates are requested to maintain their surrounding neat and clean.

38 - Students should not break open or try to break open the occupied / vacant room of the hostels, any damage done to the hostel property will have to be borne by all the residents of the hostel, in cases where the culprit cannot be identified.

39 – Inmates should not keep fire crackers on any occasion inside the hostel or within the premises of the hostel without prior permission from the competent authority.

40- Inmates are prohibited from writing slogans, or any writing obscene drawings on the hostel walls and rooms. Heavy penalties will be imposed on student/group of students indulging in such writings.

41- All the hostellers are to note that electrical /carpentry /plumbing complaints should be given in writing to Warden In charge (maintenance) or written in the complaint register available in the hostel office. In case the complaint is not attended to or there is any difficulty, the student can contact the chief Warden.

42- Female visitors and girl students are not permitted to visit the men's hostel any time and in special circumstance, prior permission is required from the competent authority.

43- Pets are not allowed in the hostel premises.

44- There should be a CCTV surveillance at the entrance of hostel.

45- Relevant orders issued from time to time by respective authorities for hostel MESS to be followed.

46- Hostel inmates who wish to keep motor vehicles should submit to the hostel authorities-

(a.) A copy of driving license,

(b.) A copy of Registration certificate of their vehicle and

(c.) A bond signed by the parent & the student IF the vehicle is not registered in their name which states that the vehicle belongs to the parent/guardian. Motor vehicles which belong to inmates or their parents or guardians only will be permitted to be parked inside the hostel.

47- AIIMS Bhubaneswar is a No Smoking zone, smoking within AIIMS is not permitted and appropriate disciplinary action will be taken against rule violators.

FOR WOMAN STUDENTS:

- 1- Male visitors (which include father/brother/Guardians) are not permitted any time inside the women's hostel.
- 2- In the case of the women's hostel, lady visitors are not permitted after 7:30 p.m.