



RAJASTHAN TECHNICAL UNIVERSITY

OFFICE OF THE CHIEF WARDEN UNIVERSITY CAMPUS HOSTEL RULES

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A. GENERAL:

Rajasthan Technical University Kota at its campus provides infrastructural facilities of Boarding & Lodging to a limited number of regular students who want to pursue their studies seriously. The hostel facilities are run on payment basis by the active participation and management of the students under the guidance and help of Chief Warden, His team of wardens and other staff.

B. ELIGIBILITY & ALLOTMENT

1. Only the regular students of University Departments of Rajasthan Technical University Kota are eligible for admission to the hostel.
2. Every year the allotment shall be made in the beginning of session by inviting applications. The reservation policy (as per GOR) shall be adopted for fresh allotment.
3. If the applications received are more than the number of seats available in the hostel, preference will be given to the students on the basis of marks obtained by them in the previous semester /merit of entrance exam.
4. The hostel room will be allotted to an eligible student for a period of one year or till the summer main examinations are over, whichever is later.
5. The students whose parents are not residing and employed in Kota city shall be given preference over locally residing students. The students whose parents have been transferred out of Kota during session may also be considered for hostel accommodation.
6. Disabled students seeking admission on medical grounds can be considered on preferential basis provided they produce a valid certificate issued by competent authority.
7. The re-admission cases and defaulter students (on disciplinary ground or otherwise) shall be considered on the last priority.
8. The allotment made by the Chief Warden and subsequently approved by DSW shall be final and binding.
9. Maximum allowable stay for eligible UG students and Full Time Research scholar shall be 4 years and for full time PG student shall be two years.
10. A student failing to deposit fee/ mess dues/ penalty (if any) in time shall be disqualified for further stay in hostel.
11. All resident students will vacate the hostel every year within five days of the last date of their examination or as and when required/ ordered by the Chief Warden. The student may retain the hostel for academic purpose during vacation with prior permission of Chief Warden/ DSW.
12. Room accommodation once allotted will not be changed for a particular year, in normal circumstances.
13. Running of the students' mess shall be the responsibility of the hostel residents. Dining in the hostel mess is compulsory for all hostel residents, provided that the mess is functional.
14. During an academic session a student may leave for a maximum period of 5 days at a time, limited to 10 days in a semester on genuine ground with prior permission of Warden/ CW.
15. It is mandatory to put signature in the attendance register/give thumb impression in biometric system on a daily basis.
16. Though, hostel administration will make all necessary efforts to provide the best stay arrangement/facilities, the residents cannot claim anything as a matter of right and should be ready to adjust themselves with the prevailing conditions and circumstances.

C. HOSTEL CONDUCT RULES:

All hostel residents are required to obey the following, failing which suitable penalty (depending upon the severity of the case) shall be imposed (one or more) as below :

FOR CATEGORY- A: Imposed penalty Rs. 1000 to 5000 / Suspension/ termination of hostel allotment / And or penalty on DECA marks/ may recommend to Dean (Academics) for termination from college/ FIR with Police or as may be found suitable/ appropriate depending upon the severity of the act.

FOR CATEGORY- B : Imposed penalty up to Rs. 1000 / Warning / Deducting DECA marks.

a. Not obeying the below will be treated as indiscipline under CATEGORY : A

1. All inmates of the hostel will be required to maintain the infrastructural facilities such as building, furnishing, fittings, etc. in good condition. In case of any damage or loss, the replacement will be at the cost of occupants or user of the facilities. The occupants will be responsible for the cleanliness of their rooms. They will help in maintaining cleanliness in hostel facilities such as bathrooms, lavatories, mess, common room, corridors and surroundings by their proper use.
2. No occupants shall sublet share their accommodation with other student.
3. Residents shall have to maintain discipline at all times to create an atmosphere conducive to peaceful living and studies in the hostel. Residents will not indulge themselves in creating nuisance / beating /abusing /ragging/ damaging hostel property/ spoiling water in the tanks etc.
4. Students are NOT permitted to keep weapons and/or devices which can cause injury to others and the possession of which is punishable under IPC. Students found in possession of such weapons/devices, shall invite appropriate disciplinary action (legal action may also be initiated) and cancellation of their hostel allotment and/or imposition of a fine up to Rs. 2000/-.
5. No intoxicants (such as wine/beer/drugs/tobacco or its products) will be used by the hostel residents.

b. Not obeying the below will be treated as indiscipline under CATEGORY : B

1. No student is allowed to interchange his/ her room with others.
2. No student, under normal circumstances shall be allowed to remain outside the hostel between 10 p.m. to 6 a.m. (for boys) & 9 p.m. to 6 a.m. (for Girls). However, permission to stay outside during these hours, if required, shall be obtained in advance from competent authority in writing.
3. No resident is allowed to keep his/her personal fan, furniture, air cooler, heater etc. in hostel without prior permission. Failing which personal appliance shall be seized along with the suitable penalty.
4. Hostel residents will NOT be allowed to stay outside the hostel without prior permission of the Warden / Caretaker or Matron.
5. Roaming in staff colonies in groups and creating any type of inconvenience is strictly prohibited.
6. Cooking food in hostel rooms is strictly prohibited
7. Hostel residents are required to be dressed up in decent/ dignified clothing in the hostel/ campus.
8. No motor vehicle (two/four wheeler) is allowed in hostel premises. However, bicycle may be used.
9. High pitch sound producing instruments are not permitted in the hostel.
10. Use of PA system without prior permission of the Chief Warden is strictly prohibited
 - Repetition of disciplinary act under Category- B shall lead to punishment under Category-A.
 - Any other disciplinary act not covered under above details shall be decided by the council of wardens.
 - Revision/ addition in the above rules, if required, shall be done by Council of Wardens (after due approval) and shall be informed in advance.

Signature of the student

Name-----Collage Roll No.-----Sem-----

Branch-----Hostel-----Room no.-----



RAJASTHAN TECHNICAL UNIVERSITY, KOTA

OFFICE OF THE CHIEF WARDEN

HOSTEL-MESS RULES

1. Every hostel resident is required to take food in hostel mess only.
2. Only vegetarian food is allowed in all the hostel mess.
3. Every hostel resident is required to deposit *mess-charges (as decided by mess committee) for six months, in advance in the beginning of each semester as per notified schedule. In case a student fails to deposit mess charges in time, penalty of Rs. 50 per day upto 15 days and Rs. 100/- per day thereafter up to 30 days subject to maximum of Rs. 2000/- shall be imposed. (*may be revised by mess committee if required).
4. If the student doesn't deposit the mess charges as mentioned above (point 3) his/her allotment shall be cancelled with immediate effect.
5. Every resident shall deposit the mess caution money of Rs. 3000/- (refundable) at the time of first allotment.
6. The caution money will be refunded at the time of vacating the hostel after adjusting the dues/penalty (if any).
7. Miscellaneous charges Rs. 1000/- (against mess) and Rs. 500/- (against Hostel activities) to be deposited every year.
8. Provisions of Diet off:
 - a. A student can avail diet off for minimum 3 days at a time (with 24 hr. prior notice) subject to maximum 10 days off in each semester.
 - b. However for the above diet off period 20 % of "per day mess charges" shall be deducted as infrastructure charges.
 - c. The above 10 days doesn't include official vacation/holidays of 5 days at a stretch or more and when the mess remains closed.
9. Hostel residents are required to follow queue, while taking food in the dining hall.
10. Hostel resident will have to put used plates in sink/dustbin and shall maintain cleanliness.
11. Carrying food and mess utensils in the room or outside the dining hall is strictly prohibited if found, shall be penalized under category B.
12. Hostel mess committee may be changed every three months, if required.

I have gone through the above mess rules (from 1 to 12) and I promise to follow them in true spirit. In case of violation of any rule, disciplinary action may be taken against me, for which I will be completely responsible.

Signature of the Student

Place

Date

Name

College Roll No.

Sem. & Branch

RAJASTHAN TECHNICAL UNIVERSITY, KOTA



OFFICE OF THE CHIEF WARDEN

AFFIDAVIT

I, S/o / D/o

College Roll No. Semester.....Branch.....

here by declare that:-

1. My family does not have any permanent or temporary residence in Kota city.
2. My parents do not have any business or employment in Kota city.
3. There is no disciplinary/police enquiry pending against me.
4. I have read and understood all hostel and mess rules of Rajasthan Technical University, Kota. All these rules are acceptable to me and I will follow them with integrity.
5. I will not indulge myself in ragging, casteism, groupism or any other undesirable activity.
6. I will cooperate in maintaining discipline and cleanliness in hostel premises.

I hereby declare that points from 1 to 6 are true to the best of my knowledge and belief. No fact has been hidden or misrepresented here. If any fact is found false in future, I will not have any objection in being expelled from the hostel or in any disciplinary action against me.

Place:

Date:

Signature & Name of student