

Hostel Rules & Regulations

2023 – 24



- Attendance will be taken every day from 6:00 pm to 7:00 pm; Hostel inmates will be marked present only if they are physically present, so they are requested to be in their allotted rooms during this time
- Hostel Inmates shall avail maximum of 3 outings per month with prior permission from hostel warden
- No hostel inmate is allowed to stay in the hostel room during their class hours; However, in case of illness, student may be allowed to take rest in their room, with the permission of the Warden taken before 9:00 am
- Hostel Inmates are not allowed to entertain any guest / visitor / day-scholar in their rooms at any time
- Hostel inmates are not allowed to bring outside food into their rooms
- Additional member(s) admitted by the hostel authorities are to be accommodated in case of need
- Hostel inmates must lock their rooms when they leave their rooms;
Institution is not responsible for any loss or damage to personal belongings of the student
- Hostel inmates are advised not to keep cash or valuables in their rooms; Hence complaint about loss or theft about such costly items is discouraged
- Smoking, Alcohol & Narcotic consumption is strictly prohibited inside the Hostel premises; Strict action will be taken against offenders
- Loitering in the Hostel campus during the class hours will not be encouraged
- Hostel inmates must keep their allotted Rooms clean
- Birthday/Other Celebrations are not permitted inside Hostel premises
- Hostel Inmates are informed to turn off all the lights, fans and water tap before leaving their rooms
- Hostel inmates can meet the Warden from 7:30 pm to 8:30 pm (seniors) and 8:30 pm to 10:00 pm to get permission letters signed in the Warden's office



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- Hostel inmates are not allowed to use electric stoves, heaters, Iron box, audio system in their rooms
- Hostel inmates should not paste any posters /pictures on the walls, doors, windows and shelves
- Hostel inmates are not allowed to organize any group activities in their room
- Food will be served only in the designated Mess Halls and only during the specified timings; Wasting food & water is not encouraged
- Tipping of Wardens, Security Guards, Cleaning staff is not permitted
- Any complaints regarding electrical, plumbing, carpentry work is required to be entered in the 'Complaints Book' kept in the hostel office
- Strict silence should be observed in hostel from 10:00 pm to 5:30 am; care should be taken at all times to ensure that music/ loud talking is NOT audible outside the room
- Hostel inmates must occupy the rooms allotted to them and should not change/ exchange rooms without prior permission from the Warden/Hostel Authorities; Violations of this rule will result in the Expulsion of the student concerned from the hostel
- Hostel Furniture shall not be removed from one room to another under any circumstances; Hostel inmates are responsible for the care of furniture and fittings in their respective rooms
- Any student involving in any of the in-disciplinary act, will lead to expulsion from hostel immediately without refund
- Hostel fee once paid is non refunded / non transferable
- Parents/guardians have to get visitor's pass issued at the security gate when entering to campus
- Hostel inmates should vacate the room allocated after the last date of regular end-semester examination (with maximum due time of 1 day after exam), in order to carry out the maintenance work in the hostels

Penalty for Damage to Hostel Property

- Fine will be levied for disfiguring of doors, glass panels, furniture and walls of rooms from all the inmates of the room in addition to the amount needed for repairing and repainting
- Collective fine will be collected from the inmates of the respective wings / floors for disfiguring Veranda's in addition to the amount needed for repairing
- Collective fine will be collected from the inmates of respective blocks for disfiguring the common rooms or damaging the property of hostel blocks, in addition to the replacement cost
- Hostel Furniture shall not be removed from one room to another under any circumstances; Hostel inmates are responsible for the care of furniture and fittings in their respective rooms

TIMINGS

Breakfast: 07:30 a.m. to 8:45 a.m. / 07.30 a.m. to 9.30 a.m. (on holidays)

Dinner : 07:30 p.m. to 8:30 p.m.- Senior Hostel inmates
08:30 p.m to 9:30 p.m.- Junior Hostel inmates

Parent/Guardian Visiting Time : 9:00 am and 5:00pm (During Weekends)

Any further queries, contact at : hostelwardenboys@sathyabama.ac.in
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