



NATIONAL INSTITUTE OF TECHNOLOGY KURUKSHETRA



HOSTEL RULES AND CONDUCTS

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1. INTRODUCTION: ABOUT THE HOSTELS

National Institute of Technology Kurukshetra offers Hostel facilities for the students with the primary objectives of inculcating virtues of togetherness, self-confidence and discipline. Hostel accommodation is provided for Boys and Girls students by the Institute, as per the availability of rooms. The Hostel Rules and Code of Conducts are to ensure a secure and peaceful environment for students to learn. All hostellers are required to strictly abide by the rules and conducts. The institute has 11 Boys' and 04 Girls' hostels. For B. Tech. students (Boys), eleven hostels are available having approximate total capacity of 3770 seats. These hostels are having single, double and triple seated rooms. The Vivekanand Bhawan (Hostel no. 11) includes 100 rooms for foreign students, research scholars and married research scholars. All rooms in the hostels have been provided with furniture and ceiling fans. Each hostel is a self-contained unit with its own mess and common room. Common room facilities include newspapers, magazines, indoor games and a color television set. Common gymnasium, open gymnasium, Badminton courts, volleyball, basketball and table tennis courts are also available in some of the hostels. There are four girls hostel having approximate total capacity of 1200 seats. There are single, double and triple seated rooms in these hostels.

2. HOSTEL MANAGEMENT

The Hostel Management team includes Chief Warden (Hostels), Deputy Chief Warden(s), Warden(s) and student members of MHMC of respective hostels. Hostel supervisors (HS) and Assistant Hostel supervisors (AHS) assist the management team.

The Hostel Management team will be responsible for the proper functioning of the affairs of the Hostels including day-to-day operations and administration of all hostels.

The students can approach any of the following officials for help, guidance and grievance redressal. Representations to higher officers, if any, must be forwarded through proper channel.

3. HOSTEL ADMINISTRATION (AY 2022-2023)

Kindly see the Appendix 'A' (P-21)

4. DUTIES AND RESPONSIBILITIES OF OFFICIALS

The duties and responsibilities of officials will be as under:

(A) CHIEF WARDEN (HOSTELS)

The Chief Warden (Hostels) shall be appointed by the Director of the Institute. The Chief Warden is the highest authority of the hostels. He is responsible for managing and conducting the affairs of the hostels. He/She will be the overall administrative Head of the hostels and will report to the Director of the Institute. The Deputy Chief Wardens and all the Wardens will work under the supervision and directions of the Chief Warden. He/She will take steps and measures for overall efficiency of hostels' administration and will formulate and implement policies, rules and regulations to be followed by hostel residents. He/she will also be responsible to implement the decisions taken by the Director. The Chief Warden will be free to take advice from Deans, HoDs & Sectional heads in case of need arises. In order to maintain discipline and security, the P/I Security/Security Officer of the institute will extend all possible support and help to the Chief Warden.

(B) DEPUTY CHIEF WARDENS (DCW(S))

The Deputy Chief Warden shall be appointed by the Director of the Institute in consultation with the Chief-Warden. Deputy Chief Wardens (DCW (s)) will supervise the activities taken up by the Wardens and perform the duties assigned by the Chief Warden from time to time. The DCWs will work under the supervision and directions of the Chief Warden. They will periodically visit the hostels and be in contact with the Wardens, Hostel staff and students. DCWs will advise the Wardens on the academic and co-curricular events hosted in the hostels. They will report to the Chief Warden in all relevant cases of purchase, indiscipline, violation of rules etc.

(C) WARDENS:

- i. The Wardens of all the hostels of the Institute shall be appointed by the Director of the institute in consultation with the Chief-Warden. Every hostel has at least two Wardens.
- ii. The Wardens preside over the administration of a hostel and functions under the overall charge of the Chief Warden. The Warden will be regularly available in the hostel office to address the students concerns.
- iii. The Wardens will keep close contact with the residents and will pay attention to all the matters relating to health, hygiene, and sickness, quality of food, sanitation and

- cleanliness. He/She is the local guardian of the students and is responsible for their moral, mental, and physical well being.
- iv. The Wardens will ensure the general well being of the student residents in their hostels and to handle situations of emergency as and when they arise.
 - v. The Wardens will ensure maintenance of discipline and decorum in the hostels
 - vi. The Wardens will allot hostel rooms to the students and are authorized to transfer a resident from one room or one residential block to another.
 - vii. They will supervise the functioning of the Mess and the working of the Mess Staff, purchase and procurement of mess stores, provisions, accounts etc.
 - viii. The wardens will be available in the hostel office as and when required during working days and any time during Saturdays/Sundays/Holidays to attend official business and residents' problems.
 - ix. The Wardens will be accountable to the DCW/CW and will work under their guidance and control.
 - x. The Warden will have the transaction powers in his/her hostel and will do expenditure in consultation with Mess cum Hostel Management Committee (MHMC).
 - xi. Wardens will take action for the eviction of defaulting resident students in consultation with the Chief-Warden for non-payment of mess bill misconduct, un-ruling behavior etc. The wardens can order double-locking of rooms of resident students and their re-opening, if required.
 - xii. The wardens will be responsible for the overall discipline and security of the hostel and will coordinate with the Security Officer for the same.
 - xiii. The wardens will periodically verify all the stocks (consumable and non-consumable) with the assistance of the Office staff. All the relevant registers shall be produced for the inspection by centralized stock verification team, audit, Chief-warden etc.
 - xiv. All the hostel staff like Hostel Supervisors and Assistant Hostel Supervisors and the mess staff like Mess Supervisors, Head Cook etc. are under direct control of hostel warden. Wardens may issue warning letters to them if they found involved in any unauthorized activities/not performing their duties. Three consecutive warnings may invite stringent action against them. Wardens should submit confidential report of Hostel supervisor's/Assistant supervisors for every semester.

- xv. The wardens will examine the monthly revenue and expenditure statement of the hostel. Wardens have right to invest the money in fixed deposits in bank or post-offices in consultation with CW office. The information of such fixed deposits should be sent to the chief warden office.
- xvi. The wardens may stop mess facilities in respect of residents defaulting payment of mess bills and recommend action to the Chief Warden for eviction. The wardens will stop mess facilities in respect of those who have vacated the hostel or have been evicted. Wardens have right to open/break the resident room lock in case of any emergency, however, report of such incident need to be submitted to the Chief Warden office.
- xvii. The wardens will arrange disposal of empties, crockery etc. and ensure depositing of sale proceeds in the appropriate head of account.
- xviii. Wardens should check complaint box regularly.
- xix. All the files related to workers should be kept safe and with the Warden. No worker on contract/daily wages/subsequent will be placed in the hostel without proper approval of Chief-Warden. Wardens should ensure the proper hostel documentation (Aadhaar card/service record/identity, if provided etc.) of staff.

5. MESS CUM HOSTEL MANAGEMENT COMMITTEE (MHMC)

- i. There shall be a **Mess cum Hostel Management committee (MHMC)** in each hostel which will comprise of six or more students nominated by the Wardens, or elected by the residents students as per policy laid down. The hostel wardens are the chairpersons of the MHMCs of each hostel.
- ii. MHMC meeting shall be presided over by the Warden(s). Tenure of the committee will be one academic year. MHMC will be approved by the DCW. There will be one Central MHMC, consists of all Deputy Chief Wardens, Wardens, 3 students from MHMC of Kalpana Chawla Bhawan (KCB) & Hostel No. 10 and 2 students from each MHMCs of all other hostels. The meetings of the committee will be chaired by one of the DCW and will be co-chaired by other DCWs.
- iii. If required, the Central MHMC will study and discuss the recommendations made by MHMCs of different hostels and will make final recommendations. The recommendation will be submitted to Chief Warden for approval and further necessary action.
- iv. The students, as and when put on MHMC, shall be responsible for the following:

- To ensure quality and quantity of the food items received in accordance with the purchase order and to check and process the bills on respect of the daily items received from the suppliers.
 - To perform any other duty assigned to them by the Warden.
 - To sign in a register kept with the Hostel Supervisor / Asst. Hostel Supervisor to record that they were on duty.
 - On special occasion, some students may be assigned various duties by the Warden (s).
- iv. The Hostel Supervisor/Asst. Hostel Supervisor shall be responsible for execution of the decisions of the Mess Committee. He/she will also record all proceedings of the meetings.
- v. The Hostel Supervisor/Asst. Hostel Supervisor shall be responsible for execution of the decisions of the Mess Committee. He/she will also record all proceedings of the meetings.
- vi. A student resident is eligible to become or remain a MHMC member provided: -
- No disciplinary action has been taken against him/her by the Institute or hostel authorities
 - No outstanding dues against him/her
 - He/she have not lost any academic year during the course.
- vii. Election/nomination shall be made as early as possible after the commencement of each Academic Year. In case of any dispute, the decision of the CW/Warden(s) shall be binding.
- viii. MHMC has the right to remove any student member from the committee, if she/he is not performing his duties properly.
- ix. The duties of the MHMCs shall be:
- To ensures efficient running of the mess.
 - To help in the purchase of articles; at least two of its members shall be present at the time of each purchase.
 - To verify the bills, cash memos, grain stock etc.
 - To finalize guidelines for the preparation of the menu.
 - The daily ration for cooking will be issued in consultation with MHMC member.

- To supervise the quality and quantity of daily supplies such as milk, vegetables, bakery products, etc.
 - To ensure proper discipline and decorum in the dining hall.
 - To recommend appointment of staff (If required) in the mess. MHMC will be responsible for making payments etc. to the mess staff. The MHMC may assign specific duties to its members regarding any activity in the hostel.
 - MHMC will not interfere in the matter related with the construction of permanent structure or facility, if directed by the Institute or Chief Warden. Although, constructive suggestions may be provided.
- x. The MHMC shall ordinarily meet once a month. The meeting shall be organizing by the Hostel Supervisor/Asst. Hostel Supervisor after taking approval of the Warden (s). An emergency meeting may be called by the Chief Warden/DCW at any time. The decisions of the committee shall be implemented after the approval of the Warden.
- xi. Any financial matter that affects the mess bill or to be charged/paid by the students/residents should be duly approved by the MHMC.
- xii. MHMC involvement is not required where financial matters/expenditures do not affect the mess bills of the students.
- xiii. All the students residing in the Institute hostels shall abide by the rules and Code of Conduct. Ignorance of these rules will not be accepted as a reason for any breach.

6. GUIDELINES FOR THE HOSTEL ACCOMMODATION

- i. The students seeking accommodation in the hostels, first time, will have to pay the hostel charges through SBI collect as mentioned in Appendix-B (P-23). The charges include non-refundable fee (one time), Mess Advance (per semester), and Electricity bill advance (per semester).
- ii. From next semester onwards, the students are required to deposit the mess advance and electricity bill advance in their respective hostel bank account. The registration in any semester and the NO-Dues will be issued only after payment of the said dues.
- iii. Non refundable fee is payable for minimum duration of the degree program. Student need to pay non refundable fee again, if they want to retain the hostel room for the extension period of the program.

- iv. Central hostel allotment committee will allot hostels to a particular group of students then room allotment committee at hostel level will allot the rooms to the individual students.
- v. After getting admission in the Institute, a student should report to the office of the Hostel assigned to him/her.
- vi. On production of the receipt of payment (Institute and Hostel) temporary allotment of a seat will be made to each student.
- vii. Every hostel resident will have to give the undertakings as mentioned in Appendix –G & H (P-48 & 49).
- viii. The Hostels for the B.Tech/M.Tech/MBA/MCA first year students may have double/triple seated rooms and final allotment of the rooms in the hostel will be made by the hostel Wardens. The Wardens may offer the allotment in a manner in the wider interest of hostels administration, and the residents shall have to abide by their decision. In case of shortage of accommodation in hostels, rooms will be assigned *first cum first serve* basis.
- ix. All the students belonging to a branch/discipline/semester shall reside in the hostel assigned to that branch/discipline/semester for the year, irrespective of their year of admission. If however, there is shortage of accommodation in any hostel, the students who cannot be accommodated in that hostel shall be directed to stay in another hostel and efforts will be made to accommodate them in a hostel meant for the next higher branch/discipline/semester.
- x. All the hostel residents will be issued hostel ID cards. The charges of the ID cards will be collected as per guidelines issued separately.
- xi. No student is permitted to change his/her room without the written permission of the wardens.
- xii. As soon as a room is allotted to a student/or a group of students, they should check up all the room items such as latches, bolts, glass–panes, electrical fittings and the furniture with the Hostel Supervisor/Asstt. Hostel Supervisor of the hostel and they shall be responsible for their damage or loss and the amount of damages/Loss will be chargeable to the concerned student(s). Students must keep the room lock if not using. Do not keep your room unattended. For any loss of items/belongings, hostel will not be responsible.
- xiii. No furniture shall be removed from the rooms beyond the limits of terrace in front of each room except with the permission of the Warden.

- xiv.** In case there is routine damage or loss of any sanitary, electrical or other fitting or furniture, the student(s) shall immediately inform the Hostel Supervisor/Asst. Hostel Supervisor. Hostel administration will provide the item for their repair or replacement as per rules.
- xv.** No student shall vacate his/her room in the hostel unless he/she is allowed to do so by the Chief Warden. In the event of vacating the room he/she is required to get a 'No Dues' certificate from the Warden by clearing his/her dues and handing back the hostel ID card and the fittings and the furniture etc. to Hostel Supervisor/Asst. Hostel Supervisor. The responsibilities of handing over the charge is of the resident, otherwise, he/ she shall be considered as still residing in the hostel and shall be charged for the mess, hostel and other dues accordingly.
- xvi.** Any student who has to shift from one hostel to another will be allotted a room only on production of a 'No Dues Certificate' from the Warden of the hostel in which he/she had been previously residing. In case the name of a student is removed from the institute rolls, he/she should automatically vacate the Hostel.
- xvii.** Hostel accommodation provided to a particular student shall not be used by any other student. This would entail severe disciplinary action.
- xviii.** No student should keep any fire-arms, lethal weapons, poisonous things or intoxicants of any kind in the hostel.
- xix.** All kinds of shouting, fighting, gambling, stealing, violent knocking, maltreating or abusing are strictly prohibited. In such cases strict disciplinary action will be taken against the offender.
- xx.** Residents should avoid keeping costly items in their rooms.
- xxi.** The residents are not allowed to keep any pets in the hostel premises or private servant.
- xxii.** The concerned hostel authorities may visit/inspect the rooms of resident any time to ensure proper cleanliness and other discipline related matters.
- xxiii.** In any case of serious illness or chronic/ailment prior information by the parents/Guardians should be reported to the Warden and the Institute Medical Officer(s).
- xxiv.** The rooms are being provided with LAN/wi-fi facility for Internet.
- xxv.** Any student who want to leave the hostel in mid of the academic year or if any day scholar wants to take the hostel room can do so only with the permission of the Chief Warden.

7. RULES–CUM–CODE OF CONDUCT FOR HOSTEL RESIDENTS

- i. Only the students on roll of the Institute are eligible to reside in the hostels.
- ii. All students must possess their Identity Cards (Institute and Hostel) at all the times. All residents are required to produce, whenever asked, their valid identity cards issued to them by the authority.
- iii. The use of motor vehicles such as Car, Jeep, Motor cycle, Scooters, Mopeds, etc. by students is strictly **prohibited** inside the Institute/hostel premises; while the use of **bicycles** is encouraged. However day scholars are allowed to use their bikes/scooters, only up to the main parking slots/spaces provided at the entry gates of the Institute.
- iv. All the students shall, at all-time conduct themselves in a disciplined manner in the Institute/hostel. They should not disturb others at study or work in the hostel/institute.
- v. Ragging in any form within or outside the hostel/institute is strictly prohibited. Indulgence in ragging, will lead to one or more of the following actions.
 - FIR with Police (Mandatory on the part of institute in every case of ragging)
 - Debarring from campus placement
 - Rustication/expulsion from hostel/Institute
 - Ragging fine from Rs. 25000/-to 1 lakh
 - An adverse entry in the Character Certificate
 - As per GOI/Institute rules/guidelines.

Strict disciplinary action will be taken against any student found guilty of any personal violence or in abetment thereof. A student should in no case take the law in his/her own hands but should report his/her grievances, if any, to the hostel Warden.

- vi. No funds or other subscriptions for any cause, whatsoever are to be collected by a student or a group of students in the hostel or the Institute campus without the prior permission of the concerned competent authority.
- vii. The use of electrical appliances such as immersion heaters, electric stove / heaters / electric iron etc. are prohibited in any of the rooms allotted to the residents. Private cooking in the hostels/students' room is strictly prohibited. Such appliances, if found will be confiscated and a fine will also be imposed as decided by the warden.

- viii. The uses of audio systems which may cause inconvenience to other occupants are not allowed. Such appliances, if found will be confiscated and a fine will also be imposed as decided by the warden.
- ix. When the students go out of their room they should switch-off all the electrical/electronic appliances, and keep it locked (at all times). Violation will attract penalty and punishment as decided by warden.
- x. Residents are required to park the cycles only in the space provided for them in an orderly manner. No cycles should be parked at the entrance or in the corridors or inside the hostel building.
- xi. Residents are required to play only in the space provided for them. No sports or game should be carried out in the corridors or at places other than specified by the hostel Warden.
- xii. Students are not allowed to arrange any functions or meeting within the hostel or outside or within the Institute campus without specific permission of the Warden or Institute authorities.
- xiii. All visitors to the hostel including the parents/guardians will have to make necessary entries in the visitor's book available at the hostel office.
- xiv. The visit of male students to the girls' hostel and vice-versa is prohibited.
- xv. Non-vegetarian food is not allowed in the hostel as per the district administration rules/guidelines.
- xvi. All residents are required to maintain standards of behavior expected of students of an Institute of National Importance. They are expected to behave courteously and fairly with everyone inside and outside the Hostels/Institute.
- xvii. Modesty in dress is expected from students.
- xviii.
 - a) Institute is providing good quality meal inside the hostel.
 - b) In addition, Canteen and restaurants are available in the campus.
 - c) Students should avoid taking meal outside the institute to avoid food poisoning, non-hygiene food etc.
- xix. Students shall not remain absent from their hostels during night without the prior permission of the Warden.
- xx. Hostel students shall not leave the campus without prior permission of the Warden. They shall have to apply in prescribed form in advance stating the reason for leaving and the address of destination. Hostel student who leave hostel without the permission from the

concerned Warden shall be deemed to be missing and Parent/Guardian/Police authorities may be intimated in consultation with the Chief Warden.

- xxi. The resident of the hostel will not leave the hostel premises on holidays for the purpose of excursion or picnic. Prior permission of the Warden has to be obtained for going for any picnic or excursion. However for any eventuality that may occur during picnic/excursion, the responsibility does not lie with the Institute authorities.
- xxii. In case of any health issues hostel residents should follow the standard operating procedure (SOP) issued by the Institute Health Centre.
- xxiii. Hostel residents are supposed to take care of their health themselves. Student suffering from infectious disease has to leave for medical treatment to proper clinic/hospital or isolated place.
- xxiv. Formation of association of students on the basis of regions, caste or creed is not permitted, during their stay in the hostels. If found any students involving in such activities, may be rusticated from Hostel.

8. COMMON ROOM CONDUCTS

- i.** Each hostel is provided with a common room where the students can play indoor games and listen music and watch TV within the hours prescribed for the purpose.
- ii.** No fittings, furniture, equipment or property of the common room should be mishandled or taken out of the common room. No function or party will be organized in the common room except with the prior permission of the hostel Warden.
- iii.** All common room activities and the upkeep and maintenance of the common room are organized with the assistance of two students or office bearers designated as (i) common room secretary (ii) indoor games secretary.
- iv.** The common room secretary and the indoor games secretary will recommend purchases for the common room to the Warden. All such purchase will be made as per rules.

9. MESS GUIDELINES

- i.** Hostel Mess is on purely co-operative/contract basis. It is operated and fully financially managed by the students of MHMC under the overall Supervision of the Wardens. In cooperative mess, mess staff is employed by MHMC with the approval of Chief Warden.
- ii.** Meals will be served in the dining hall only during the hours fixed by the Wardens. In no case should the students ask the mess staff to serve meals outside the dining hall. The students shall come in proper dress in the dining hall.
- iii.** Manhandling or abusing the mess staff under any circumstance shall be considered as a gross breach of discipline, inviting strict disciplinary action.
- iv.** No student is allowed to take **meal or utensils** to the rooms. Heavy penalty will be imposed if this rule is violated. Only under special circumstances such as severe illness the student may be allowed to take food in his/her room but with the permission of the hostel Warden.
- v.** Rebate from the mess for not taking food will be governed by the Rebate rules which may be revised from time to time.

10 REBATE RULES

- i.** Students not willing to take meals for a period of two continuous days shall be allowed for rebate on their Mess bills by filling in the rebate slip kept with the mess supervisor. They should give this intimation at least 24 hours in advance. Rebate can only be granted for two continuous days. No rebate is allowed for only one or two meals.
- ii.** A student can avail rebate for a maximum period of 10 days in a month. However, in special cases, a rebate for a maximum period of another 10 days can be granted by the Warden. If due to extraordinary circumstances, a student wants to avail rebate over and above the period mentioned, he/ she will have to seek permission of the Chief Warden.
- iii.** Rebate will be given for the number of days filled in the rebate slip by the student personally. In case a student wishes to resume dining in the mess early, he/ she will inform the Warden or mess supervisor to that effect in writing, failing which he/ she may not be served meals.

- iv. In case any student does not fill in the rebate slip or inform the Warden of his/her going on rebate in advance, even in the case of leaving the mess or the institute, he/she shall be liable to pay all mess and other charges applicable to other residents of the hostel.
- v. Even though a student is allowed for rebate in the mess, he/she has to pay maintenance Charges like all electricity bill, establishment, miscellaneous and other charges, in full.

11. GUIDELINES FOR GUESTS IN THE MESS

- i. The students are not allowed to accommodate guests in their rooms without written permission of the hostel authorities.
- ii. No student shall entertain the same guest for more than 3 days in a month without the permission of the Warden
- iii. The student host should always accompany his/her guest to the mess and should inform the mess supervisor accordingly.
- iv. The host student will be responsible for the conduct of his/her guest as detailed under the general Conduct rules at point no. 9.
- v. The current normal charges for the guests are:

Breakfast	Rs. 50.00
Lunch	Rs. 80.00
Dinner	Rs. 80.00

(Rs.200/- for all the three meals) any extra items will invite extra cost.
- vi. The daily meal charges for institute officials associated with hostel management team will be the cost of the actual expenditure on meals i.e. diet charge of the month. The said officials can take meal in hostels with prior permission from the Chief Warden (Hostels).
- vii. No one is allowed to take meals to one's residences.
- viii. The meal rates are subject to revision from time to time.
- ix. Special meal is served to the students on special occasions under the mess headings.
- x. Ordinarily, an Institute employee (other than officials mentioned in point no. 2) will not be permitted to dine in the mess unless permitted by the Chief Warden. The employee shall abide by all the mess rules and will have to deposit mess security in advance. Further, if their bills remain in arrears, this facility may be withdrawn and the Institute shall be informed accordingly for recovery of dues.

- xi. Any day-scholar who wishes to take lunch regularly on working days may be allowed to do so by the Chief Warden. He/she will deposit a mess security of Rs.11000/- (Rs.5000/- refundable +Rs.6000/- non-refundable hostel security) in advance. He/ She will be charged guest charges for lunch as given above.
- xii. To ensure proper functioning of the mess, all the students of a hostel shall pay their mess bills regularly in time, failing which they shall be liable to pay fine as per rules. The mess bill is payable within 10 days of its announcement or the 20th day of the month, whichever is later, unless notified otherwise. Late payment charges at the rate of Rs.10/- per day from defaulter shall be charged up to ten days after the due date. After this Rs.50/- per day will be charged for next ten days. Thereafter meals will not be served to the defaulters.
- xiii. In case the arrears of mess bill go beyond Rs.5000/-, the rate of fine will be doubled. Also, the student may be asked to vacate the hostel, till all arrears are cleared.
- xiv. The mess bill comprises the following charges:
- Actual expenditure on meals i.e. diet charge.
 - Mess establishment charges which include the salary of mess staff.
 - Actual electricity consumption charge is calculated by dividing the amount of bill amongst all the students of the hostels equally.
 - Miscellaneous Charges
 - Mess welfare Fund
 - Any other charges as recommended by the MHMC and approved by the Chief Warden.

12. MISCELLANEOUS CHARGES

- The hostel fund generated out of the these charges is utilized for
- The repair and replacement of crockery and utensils in the kitchen.
- Mess and common room furnishing, electrical and other appliances, and for the common room and mess amenities
- Repair of water coolers/filters/fire extinguishers etc.
- Any other running costs of the hostel. This fund may be utilized for extra-curricular activities organized in the hostel with the permission of the Wardens. It is subject to revision from time to time.

13. SPECIFIC RULES FOR GIRLS HOSTEL ONLY

In addition to the general discipline rules specified earlier, the residents of Girls Hostel shall abide by the following rules:

- i. Daily, every resident should report back in the hostel before hostel timings, as notified by the hostel/institute authority.
- ii. Residents going out the hostel but within the campus like laboratories and library after the specified hostel times (have to make proper entries in IN-CAMPUS register) have to take proper permission from the Warden and the entries should be made with proper details including the contact number of the laboratory/department.
- iii. While going out of campus, proper entries have to be made in a designated register.
- iv. Anyone leaving station for going home/other places for weekend or for vacations must make proper entry in leave register and seek prior permission of the hostel Warden.
- v. No guests, including parents are allowed after the hostel timings in the hostel.
- vi. Workers/electrician etc can visit the girls' rooms only after making proper entries, in presence of CRA/Supervisor/Assistant Supervisor with the prior permission of the Warden.
- vii. Residents should ensure that they make proper entries in designated register when their guests visit. If the proper entries are not made in the register then a warning to such resident would be issued and subsequent default, the matter shall be inquired by the hostel Wardens.
- viii. In case of any dispute, decision of Chief Warden will be final.

14. SPECIFIC RULES FOR MARRIED PHD/FAMILY ACCOMMODATION HOSTEL ONLY

- i. The eligible applicants will have to submit the information as per format given in Appendix-C & D (P-27-28)
- ii. Electricity charges as per the actual consumption will be equally distributed among the residents.
- iii. Rs. 5,000/- per months will be charged as hostel maintenance w.e.f. 01 January, 2023
- iv. Rooms may be given to contract/guest faculty from the reserve rooms for married PhD hostel, only if available. The maximum limit for such occupancy will be one semester. The permission of Chief Warden is required for the room allotment.

- v. Any heavy electrical equipment (AC/refrigerator/heater/microwave oven etc.) should not be operated without proper permission from the warden.
- vi. Only those family members, who have been declared in the form, can stay in the family accommodation. Stay of any undeclared person in the accommodation will attract fine.
- vii. The term 'family' means and includes: - "Husband or wife as the case may be and other dependent family members.
- viii. Dependent Family Members: parents, sisters, widowed sisters, widowed daughters, minor brothers and minor sister, children and stepchildren wholly dependent upon the resident and are residing with the". It further includes dependent divorced / separated daughters and stepmother. Maximum occupant family members should not be exceeding 3 (excluding self).
- ix. The allotment of room is valid only for one semester; one has to apply for the accommodation afresh if required. However, regular student can stay until their course/program duration.
- x. The electricity bill as per the actual consumption of common area will be equally distributed among the residents.
- xi. The electricity bill for AC (as per actual consumption) will be equally distributed among the residents. AC facility will be provided from April to September in a year.
- xii. The salary of hostel staff (Caretaker, Sweeper, Mali etc.) shall be divided equally among all the residents of Block-A
- xiii. The prevalent maintenance charges will be charged monthly.
- xiv. The hostel security of Rs. 16,000/-(10,000 refundable+6,000 non-refundable) need to be deposited at the time of occupancy in hostel room. However, RS. 6000/- (Non-refundable hostel charges, one time) will be charged again from the resident after completion of minimum duration of course.
- xv. As soon as a room is allotted to a resident, they should check up all the items such as latches, bolts, glass-panes, electrical fittings, and the furniture with the Hostel Supervisor/Asst. Hostel Supervisor of the hostel. Hostel resident will be responsible for the damage or loss and the amount of damages /loss will be chargeable to the concerned resident(s).

- xvi. In case there is routine damage or loss of any sanitary, electrical or other fitting or furniture, the resident(s) shall immediately inform the Hostel Supervisor/Asst. Hostel Supervisor who will arrange for their repair or replacements as per rules.
- xvii. No residents are permitted to change his/her room without the written permission of the wardens.
- xviii. No fittings, furniture, equipment or property of the common room should be mishandled or taken out of the common room.
- xix. No resident should keep any fire-arms, lethal weapons, poisonous things or intoxicants of any kind in the hostel. Residents must not take law into their own hands, but must report all disputes to the hostel Warden. All kinds of shouting, fighting, gambling, stealing, violet knocking, maltreating or abusing are strictly prohibited. In such case strict disciplinary action will be taken against the offender.
- xx. Drinking & smoking is not allowed in the hostel premises.
- xxi. Outsiders are not allowed in the hostel premises without the permission of warden.
- xxii. The Management has the right to discontinue Hostel accommodation given to a resident on account of misconduct and/or violation of rules and regulations.
- xxiii. Hostel accommodation provided to a particular student/Faculty shall not be used by any other student/faculty. This would entail disciplinary action.
- xxiv. All the residents are required to update themselves about the rule & regulations & have to follow them.
- xxv. The competent authorities can change the rule of stay at any point of time & residents are required to follow those rules.
- xxvi. In case of any dispute, decision of Chief Warden (Hostels) will be final.

15. RULES AND REGULATION FOR THE GUEST ACCOMMODATION

- i.** Request for booking of Guest rooms should reach Chief Warden (Hostels) two working days in advance in the format given as Appendix-E (P-29).
- ii.** The Check-out time of rooms will be 12.00 noon.
- iii.** Charges of a Guest room are Rs 500 per room per day.
- iv.** Guest room is only meant for 2 adults and 2 minors. For any additional member an extra charge of Rs 200 will be taken per person.

- v. Parents of students, visiting participants of conference/workshops/seminars etc. may be allotted to stay in the guest rooms.
- vi. Consumption of Narcotics/Alcoholic drinks/Smoking is strictly prohibited and if found consuming these, the occupant(s) will be expelled immediately.
- vii. All visitors must register and sign on the Registration Form/Log Book.
- viii. The visitor will be responsible for any damage caused by him/her or any other person called by him. He/she will have to bear the cost of damage.
- ix. Persons staying in the Guest Room are not entitled to bring unauthorized visitor(s)/server/pet to stay in the Hostel-11.
- x. No guest is allowed to stay in the guest room for continuously more than 3 days. However, their limit can be extended under the special permission of Chief Warden.
- xi. A single guest can stay for maximum 4 days in a month. However, their limit can be extended under the special permission of Chief Warden.

Enclosure (Self attested copies of)

1. Photo ID to verify the requester's identity (The requester must be regular faculty/students) or the form should be **recommended** by corresponding warden, HOD.
 2. Aadhar/any photo Id proof of all the guests. (Self-attested photo copy).
-

I have gone through the above rules & regulations and will abide by them.

Signature of Guest

16. PROCEDURE OF DISCIPLINARY PROCEEDINGS OF INCIDENT HAPPENED IN HOSTEL CAMPUS

- i. The respective hostel warden will enquire all the cases of breach of hostel conduct rules pertaining to a hostel and take suitable action.
- ii. In case of serious breach of conduct, the warden of concerned hostel may request Chief Warden to constitute a committee to enquire and take suitable action, defined under Disciplinary Penalties.
- iii. In case of the inter hostel dispute /conflicts a committee formed by Chief Warden will recommend appropriate actions after enquiry.

- iv. If any group of students create nuisance, causes inconvenience, and creates troubles or hindrances to the normal functioning of the hostel or terrorizes other fellow hostel residents or hostel staff, general (mass) punishment will be imposed on whole group including rustication from Hostel.
- v. If the appropriate authority is satisfied that a prima-facie case exists against some resident for violation of any of the rules, he/she may be suspended from the hostel, pending a final enquiry. The final inquiry is to be done within 30 days from the date of the suspension of the resident(s). The outcome of which is to be announced not later than 30 days from such a suspension. In case, the final inquiry is not completed or is delayed by any reason for more than 30 days then such suspension will stand revoked without any further proceedings to be conducted on the same cause of the action.
- vi. While conducting the enquiry, the enquiry committee will ensure that opportunity is given to the resident to present his/her view point. After the decision is conveyed to the resident, he/she may request the Chief Warden for its review. The mercy appeal for pardon, remission, commutation, reprieve, and respite shall be with the Director.

17. PROVISION OF DISCIPLINARY PENALTIES

A resident found to have violated any of Conduct & Discipline rules:

- i. May be issued written/verbal warning.
- ii. May be placed on conduct probation.
- iii. May be asked to tender verbal/written public apology.
- iv. May be asked to do community service.
- v. May be fined up to a sum of Rs. 25000/-.
- vi. May be asked to call his/her parents.
- vii. May be asked to make good any loss individually or jointly.
- viii. May be expelled from hostel temporarily or permanently.
- ix. The case may be referred to Institution Board of Discipline/Police.

18. RIGHTS OF HOSTEL MANAGEMENT

The Hostel Management reserves its right to change these rules from time to time keeping the students informed through general circulars displayed on the hostel notice boards.

The decisions of Chief Warden/DCW& Warden in their respective jurisdictions shall be final. Apart from these Rules, the Chief Warden can issue further directives in the interest of smooth functioning of the hostel affairs after due deliberations in the regular meeting of Wardens to be chaired by the Chief Warden.

19. UGC REGULATIONS FOR ANTI- RAGGING MEASURES

Kindly refer the Appendix-F (P-30)

Appendix-A**Chief Warden (Hostels)**

Dr. V. K. Bajpai
 Professor
 Mechanical Engineering Department

Deputy Chief Wardens:-

Dr. Chetti Prabhakar,
 Assistant Professor
 Department of Chemistry

Dr. Yashashchandra Dwivedi,
 Assistant Professor
 Department of Physics

Dr. Sarika Jain
 Assistant Professor
 Department of Computer Applications

The contact details of the Hostel Wardens:

Hostel No.	Name	Department	Mob No.
1	Dr. Pankaj Verma	ECE	8298877722
	Dr. Lalit Thakur	ME	7206459682
2	Dr. Sudakar Singh Chauhan	ECE	9896004182
	Dr. Anoop Kumar Patel	COE	8950459580
3	Dr. Amit Prakash	Math	8950118721
	Dr. Amilan Jose D.	Chem.	7876007461
4	Dr. M. Senthil Kumar	Chem	9729365341
	Dr. Ankit Kumar Jain	COE	9455313000
5	Dr. Rajneesh	ME	9996625007
	Dr. Ghule Vikas	Chem	9896006804
6	Dr. Rahul Sharma	EE	7206228032
	Dr. Kriti Bhushan	COE	7206598772
7	Dr. Gaurav Saini	ECE	8950461132
	Dr. Dheeraj Kumar Sharma	ECE	7206435934

8	Dr. M.P.R. Prasad	EE	9729662574
	Dr. Vijay Verma	COE	9729313947
9	Dr. Chhagan Charan	ECE	8607283446
	Dr. Shivam	EE	8950213359
10	Dr. Shashi Bhushan Singh	EE	8950214329
	Dr. Amit Kumar	EE	8950213417
	Dr. Rajesh Kumar	ME	9896913616
11	Dr. Gaurav Verma	ECE	7404433060
	Dr. Kapil	COE	8221811422
Bhagirathi	Dr. Geeta Sachdeva	H&S	9034820185
Bhawan	Dr. Sarasvati Yadav	MATH	9354732527
Cauveri	Dr. Ritu Garg	COE	9896114469
Bhawan	Dr. Shabnam	H&S	9416957877
Kalpana	Dr. Priyanka Ahlawat	COE	9034996998
Chawla Bhawan	Dr. Bharati Sinha	COE	9729063343

HOSTEL ALLOTMENT: HOSTEL CHARGES AND DOCUMENTS REQUIRED FOR NEW ENTRANTS

The candidates will be allotted hostel at the time of physical reporting and will be required to deposit hostel charges and documents as per details below:

1. HOSTEL CHARGES

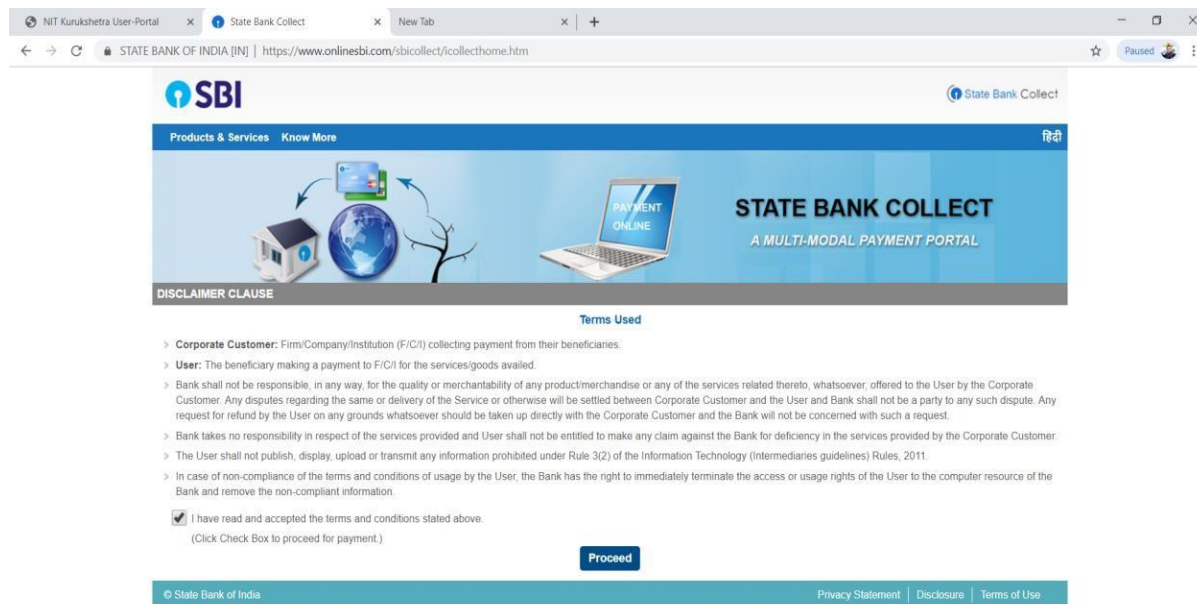
Hostel Mess & Other Charges (to be deposited in the hostel account through SBI Collect).

- a) Hostel Mess Advance per semester Rs. 30,000/-
(to be adjusted against actual Mess Bill & Misc. Charges on monthly basis)
- b) Hostel Security (Non-Refundable): Rs. 6000/-
- c) Electricity Advance per semester (Approx.): Rs. 3,000/- (Double/Triple Seater) and Rs. 4,500 (Single seater) (to be adjusted as per actual electricity charges on monthly basis)

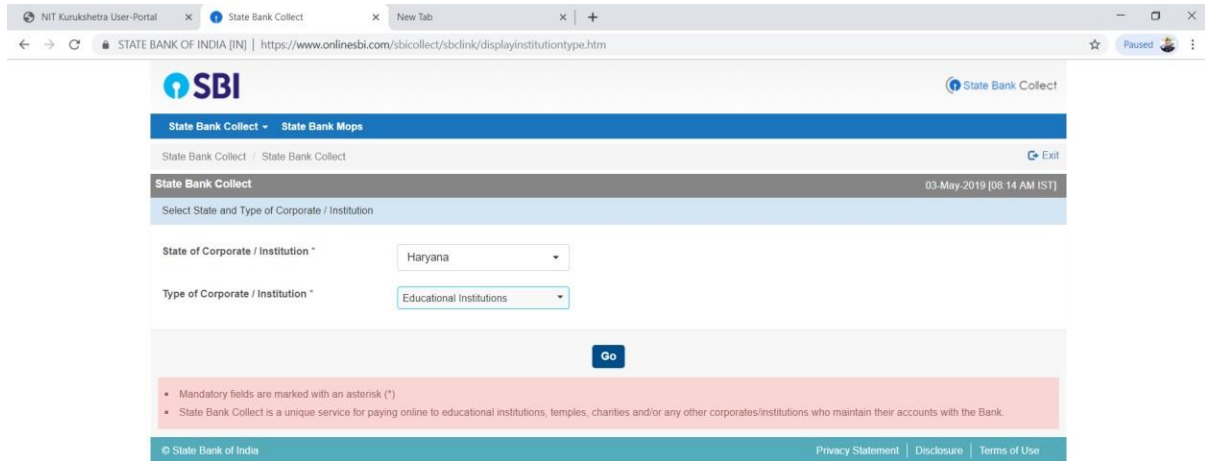
Link and Steps to follow to pay Hostel Charges through SBI Collect

Step 1. Open <https://www.onlinesbi.com/sbicollect/icollecthome.htm>

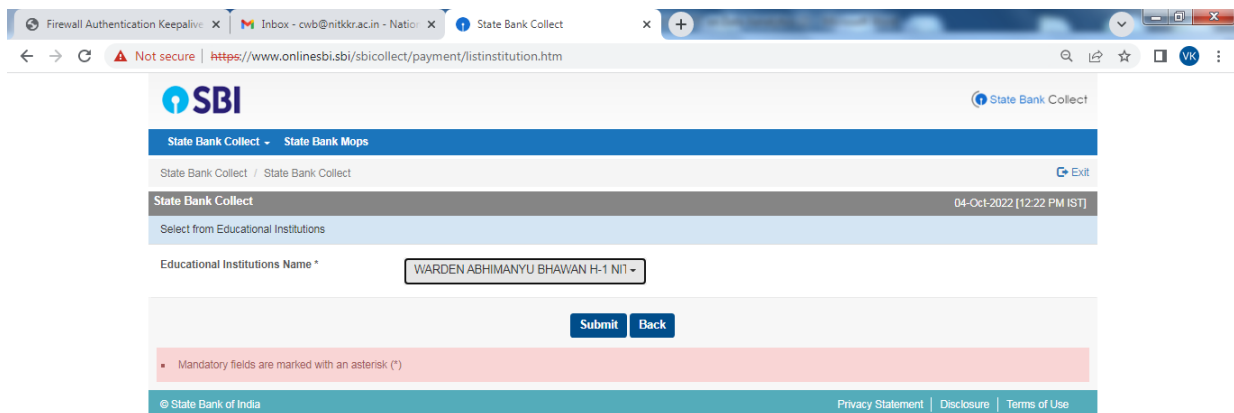
Step 2. Click **check box** and **proceed** as shown below:



Step 3. Select state **Haryana** and Type of institution **Educational Institutions**



Step 4. Select Educational Institutions Name: **WARDEN ABHIMANYU BHAWAN H-1 NIT KURUKSHETRA**



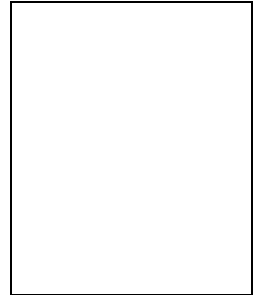
Step 5. Select Payment Category: **Hostel Fee 1st Year 2022-23**

2. **Documents required**

- a. Self-Attested copy of the Provisional Admission Letter issued by the Institute after online reporting
- b. Self-Attested copy of Aadhaar Card/Passport/Citizenship Card
- c. Self-Attested copy of Aadhaar Card/Passport/Citizenship Card of Parents (Mother or Father)/Guardian in case parents are not alive
- d. Two recent Passport size color photographs
- e. Receipt of Hostel Fee Deposited

A-BLOCK (Family Accommodation)

1. Name _____ RollNo _____ DOB _____
2. Course _____ Department _____ DOJ _____
3. Mobile No: 1) _____ 2) _____
4. E-Mail Address _____
5. Identification Mark _____ Blood Group _____
6. Identity Proof _____
7. Father's Name _____ Occupation _____
8. Mother's Name _____ Occupation _____
9. Permanent Address _____
10. Mobile No. of Father _____ & Mother _____
11. Total no. of family member(s) except you _____ (not exceeding 3)



(Details of family members are provided in Annexure-A)

For Hostel Office Use only

1. Hostel fee deposited through: Transaction ID/Cheque no _____
2. Amount _____ Dated _____ Drawee Bank _____
3. Mode of Payment _____
4. Remarks _____

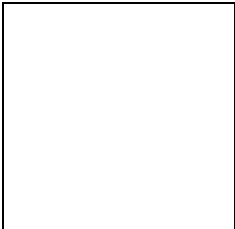
Hostel Supervisor

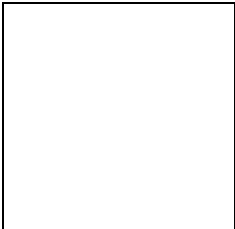
Warden

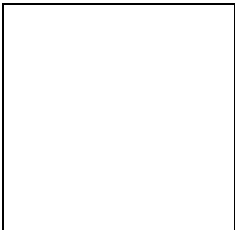
Warden

Appendix-D

Details of Family Member(s) Furnish information of each member in the given format and append as Annexure-A

Details of Member 1	
Name_____ Age_____	
Relation with allottee_____	
Mobile No: 1) _____	
If working, then job post and office address _____	

Proof of relationship _____	
I D Proof _____	
Details of Member 2	
Name_____ Age_____	
Relation with allottee_____	
Mobile No: 1) _____ 2) _____	
If working, then job post and office address _____	

Proof of relationship _____	
I D Proof _____	
Details of Member 3	
Name_____ Age_____	
Relation with allottee_____	
Mobile No: 1) _____ 2) _____	
If working, then job post and office address _____	

Proof of relationship _____	
I D Proof _____	

VIVEKANANDA BHAWAN (HOSTEL NO-11)

REQUEST FOR ACCOMODATION IN GUEST ROOM BLOCK-A

(Form should reach Chief Warden Office (Hostels) at least two working days in advance)

Through Chief Warden (Hostels)

1. Name of the Guest.....Gender (F/M)
2. Full Address with ID Proof
3. Mobile Number/Contact No..... E-Mail ID.....
4. Total number of guests.....
5. Number of rooms required.....
6. Purpose of visit.....
7. Expected arrival time.....AM/PM Date.....
8. Expected departure time.....AM/PM Date.....
9. Relationship with Guest.....
10. Remarks.....
11. The guest is known to me and I will pay the charges of the guest if not paid by him/her.

Detail of Requester:

Signature.....

Name Designation Deptt.....

(Kindly see the rules & regulations over leaf)

For Official Use Only

1. Room No. Allotted.....
2. Period for Allotment.....to.....
3. Room Charges Rs.....
4. Room Rent Charges deposited vide receipt No.....Date.....

HOSTEL SUPERVISOR

WARDEN

UGC REGULATIONS ON CURBING THE MENACE OF RAGGING IN HIGHER EDUCATIONAL INSTITUTIONS, 2009.

(under Section 26 (1)(g) of the University Grants Commission Act, 1956)

F.1-16/2007(CPP-II) dated 17th June, 2009

PREAMBLE

In view of the directions of the Hon'ble Supreme Court in the matter of "University of Kerala vis. Council, Principals, Colleges and others" in SLP no. 24295 of 2006 dated 16.05.2007 and that dated 8.05.2009 in Civil Appeal number 887 of 2009, and in consideration of the determination of the Central Government and the University Grants Commission to prohibit, prevent and eliminate the scourge of ragging including any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student, or indulging in rowdy or indisciplined activities by any student or students which causes or is likely to 'cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in any fresher or any other student or asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student, with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student, in all higher education institutions in the country, and thereby, to provide for the healthy development, physically and psychologically, of all students, the University Grants Commission, in consultation with the Councils, brings forth this Regulation.

In exercise of the powers conferred by Clause (g) of sub-section (1) of Section 26 of the University Grants Commission Act, 1956, the University Grants Commission hereby makes the following Regulations, namely;

1. Title, commencement and applicability

- 1.1 These regulations shall be called the "UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009",
- 1.2 They shall come into force from the date of their publication in the Official Gazette.
- 1.3 They shall apply to all the institutions coming within the definition of an University under sub-section (f) of section (2) of the University Grants Commission Act, 1956, and to all institutions deemed to be a university under Section 3 of the University Grants Commission Act, 1956, to all other higher educational institutions, or elements of such universities or institutions, including its departments, constituent units and all the premises, whether being academic, residential, playgrounds, canteen, or other such premises of such universities, deemed universities and higher educational institutions, whether located within the campus or outside, and to all means of transportation of students, whether public or private, accessed by students for the pursuit of studies in such universities, deemed universities and higher educational institutions.

2. Objectives

To prohibit any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student, or indulging in rowdy or indisciplined activities by any student or students which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in any fresher or any other student or asking any student to do any act which such student

will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student, with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student; and thereby, to eliminate ragging in all its forms from universities, deemed universities and other higher educational institutions in the country by prohibiting it under these Regulations, preventing its occurrence and punishing those who indulge in ragging as provided for in these Regulations and the appropriate law in force.

3. What constitutes Ragging

Ragging constitutes one or more of any of the following acts:

- a. any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student;
- b. indulging in rowdy or undisciplined activities by any student or students which causes or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student;

- c. asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student;
- d. any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other student or a fresher;
- e. exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students.
- f. any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students;
- g. any act of physical abuse including all variants of it: sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person;
- h. any act or abuse by spoken words, emails, post, public insults which would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture to fresher or any other student;
- i. any act that affects the mental health and self-confidence of a fresher or any other student with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student.

4. Definitions

- 1) In these regulations unless the context otherwise requires,-
 - a) "Act" means, the University Grants Commission Act, 1956 (3 of 1956);
 - b) "Academic year" means the period from the commencement of admission of students in any course of study in the institution up to the completion of academic requirements for that particular year.
 - c) "Anti-Ragging Helpline" means the Helpline established under clause (a) of Regulation 8.1 of these Regulations.
 - d) "Commission" means the University Grants Commission;

- e) "Council" means a body so constituted by an Act of Parliament or an Act of any State Legislature for setting, or co-ordinating or maintaining standards in the relevant areas of higher education, such as the All India Council for Technical Education (AICTE), the Bar Council of India (BCI), the Dental Council of India (DCI), the Distance Education Council (DEC), the Indian Council of Agricultural Research (ICAR), the Indian Nursing Council (INC), the Medical Council of India (MCI), the National Council for Teacher Education (NCTE), the Pharmacy Council of India (PCI), etc. and the State Higher Education Councils.
 - f) "District Level Anti-Ragging Committee" means the Committee, headed by the District Magistrate, constituted by the State Government, for the control and elimination of ragging in institutions within the jurisdiction of the district.
 - g) "Head of the institution" means the Vice-Chancellor in case of a university or a deemed to be university, the Principal or the Director or such other designation as the executive head of the institution or the college is referred.
 - h) "Fresher" means a student who has been admitted to an institution and who is undergoing his/her first year of study in such institution.
 - i) "Institution" means a higher educational institution including, but not limited to an university, a deemed to be university, a college, an institute, an institution of national importance set up by an Act of Parliament or a constituent unit of such institution, imparting higher education beyond 12 years of schooling leading to, but not necessarily culminating in, a degree (graduate, postgraduate and/or higher level) and/or to a university diploma.
 - j) "NAAC" means the National Academic and Accreditation Council established by the Commission under section 12(ccc) of the Act;
 - k) "State Level Monitoring Cell" means the body constituted by the State Government for the control and elimination of ragging in institutions within the jurisdiction of the State, established under a State Law or on the advice of the Central Government, as the case may be.
- (2) Words and expressions used and not defined herein but defined in the Act or in the General Clauses Act, 1897, shall have the meanings respectively assigned to them in the Act or in the General Clauses Act, 1897, as the case may be.

5. Measures for prohibition of Ragging at the institution level

- a) No institution or any part of it thereof, including its elements, including, but not limited to, the departments, constituent units, colleges, centres of studies and all its premises, whether academic, residential, playgrounds, or canteen, whether located within the campus or outside, and in all means of transportation of students, whether public or private, accessed by students for the pursuit of studies in such institutions, shall permit or condone any reported incident of ragging in any form; and all institutions shall take all necessary and required measures, including but not limited to the provisions of these Regulations, to achieve the objective of eliminating ragging, within the institution or outside,
- b) All institutions shall take action in accordance with these Regulations against those found guilty of ragging and/or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.

6. Measures for prevention of Ragging at the institution level

6.1 An institution shall take the following steps in regard to admission or registration of students; namely,

- a) Every public declaration of intent by any institution, in any electronic, audiovisual or print or

any other media, for admission of students to any course of study shall expressly provide that ragging is totally prohibited in the institution, and anyone found guilty of ragging and/or abetting ragging, whether actively or passively, or being a part of a conspiracy to promote ragging, is liable to be punished in accordance with these Regulations as well as under the provisions of any penal law for the time being in force.

- b) The brochure of admission/instruction booklet or the prospectus, whether in print or electronic format, shall prominently print these Regulations in full.

Provided that the institution shall also draw attention to any law concerning ragging and its consequences, as may be applicable to the institution publishing such brochure of admission/instruction booklet or the prospectus.

Provided further that the telephone numbers of the Anti-Ragging Helpline and all the important functionaries in the institution, including but not limited to the Head of the institution, faculty members, members of the Anti-Ragging Committees and Anti-Ragging Squads, District and Sub-Divisional authorities, Wardens of hostels, and other functionaries or authorities where relevant, shall be published in the brochure of admission/instruction booklet or the prospectus.

- c) Where an institution is affiliated to a University and publishes a brochure of admission/instruction booklet or a prospectus, the affiliating university shall ensure that the affiliated institution shall comply with the provisions of clause (a) and clause (b) of Regulation 6.1 of these Regulations.
- d) The application form for admission, enrolment or registration shall contain an affidavit, mandatory in English and in Hindi and/or in one of the regional languages known to the applicant, as provided in the English language in Annexure I to these Regulations, to be filled up and signed by the applicant to the effect that he/she has read and understood the provisions of these Regulations as well as the provisions of any other law for the time being in force, and is aware of the prohibition of ragging and the punishments prescribed, both under penal laws as well as under these Regulations and also affirm to the effect that he/she has not been expelled and/or debarred by any institution and further ever that he/she would not indulge, actively or passively, in the act or abet the act of ragging and if found guilty of ragging and/or abetting ragging, is liable to be proceeded against under these Regulations or under any penal law or any other law for the time being in force and such action would include but is not limited to debarment or expulsion of such student.
- e) The application form for admission, enrolment or registration shall contain an affidavit, mandatorily in English and in Hindi and/or in one of the regional languages known to the parents/guardians of the applicant, as provided in the English language in Annexure I to these Regulations, to be filled up and signed by the parents/guardians of the applicant to the effect that he/s)he has read and understood the provisions of these Regulations as well as the provisions of any other law for the time being in force, and is aware of the prohibition of ragging and the punishments prescribed, both under penal laws as well as under these Regulations and also affirm to the effect that his/her ward has not been expelled and/or debarred by any institution and further ever that his/her ward would not indulge, actively or passively, in the act or abet the act of ragging and if found guilty of ragging and/or abetting ragging, his/her ward is liable to be proceeded against under these Regulations or under any penal law or any other law for the time being in force and such action would include but is not limited to debarment or expulsion of his/her ward.
- f) The application for admission shall be accompanied by a document in the form of, or annexed

to, the School Leaving Certificate/Transfer Certificate/Migration Certificate/Character Certificate reporting on the inter-personal/social behavioural pattern of the applicant, to be issued by the school or institution last attended by the applicant, so that the institution can thereafter keep watch on the applicant, if admitted, whose behaviour has been commented in such document.

- g) A student seeking admission to a hostel, forming part of the institution, or seeking to reside in any temporary premises, not forming part of the institution, including a private commercially managed lodge or hostel, shall have to submit additional affidavits countersigned by his/her parents/guardians in the form prescribed in Annexure I and Annexure II to these Regulations respectively along with his/her application.
- h) Before the commencement of the academic session in any institution, the Head of the Institution shall convene and address a meeting of various functionaries/agencies, such as Hostel Wardens, representatives of students, parents/ guardians, faculty, district administration including the police, to discuss the measures to be taken to prevent ragging in the institution and steps to be taken to identify those indulging in or abetting ragging and punish them.
- i) The institution shall, to make the community at large and the students in particular aware of the dehumanizing effect of ragging, and the approach of the institution towards those indulging in ragging, prominently display posters depicting the provisions of penal law applicable to incidents of ragging, and the provisions of these Regulations and also, any other law for the time being in force, and the punishments thereof, shall be prominently displayed on Notice Boards of- all departments, hostels and other buildings as well as at places, where students normally gather and at places, known to be vulnerable to occurrences of ragging incidents.
- j) The institution shall request the media to give adequate publicity to the law prohibiting ragging, the negative aspects of ragging and the institution's resolve to ban ragging and punish those found guilty without fear or favour.
- k) The institution shall identify, properly illuminate and keep a close watch on all locations known to be vulnerable to occurrences of ragging incidents.
- l) The institution shall tighten security in its premises, especially at vulnerable places and intense policing by Anti-Ragging Squad, referred to in these Regulations and volunteers, if any, shall be resorted to at such points at odd hours during the first few months of the academic session.
- m) The institution shall utilize the vacation period before the start of the new academic year to launch a publicity campaign against ragging through posters, leaflets and such other means, as may be desirable or required, to promote the objectives of these Regulations.
- n) The faculties/departments/units of the institution shall have induction arrangements, including those which anticipate, identify and plan to meet any special needs of any specific section of students, in place well in advance of the beginning of the academic year with an aim to promote the objectives of this Regulation.
- o) Every institution shall engage or seek the assistance of professional counsellors before the commencement of the academic session, to be available when required by the institution, for the purposes of offering counselling to freshers and to other students after the commencement of the academic year.

- p) The head of the institution shall provide information to the local police and local authorities, the details of every privately commercially managed hostels or lodges used for residential purposes by students enrolled in the institution and the head of the institution shall also ensure that the Anti-Ragging Squad shall ensure vigil in such locations to prevent the occurrence of ragging therein.

6.2 An institution shall, on admission or enrolment or registration of students, take the following steps, namely;

- a) Every fresh student admitted to the institution shall be given a printed leaflet detailing to whom he/she has to turn to for help and guidance for various purposes including addresses and telephone numbers, so as to enable the student to contact the concerned person at any time, if and when required, of the Anti-Ragging Helpline referred to in these Regulations, Wardens, Head of the institution, all members of the anti-ragging squads and committees, relevant district and police authorities;-
- b) The institution, through the leaflet specified in clause (a) of Regulation 6.2 of these Regulations, shall explain to the freshers the arrangements made for their induction and orientation which promote efficient and effective means of integrating them fully as students with those already admitted to the institution in earlier years.
- c) The leaflet specified in clause (a) of Regulation 6.2 of these Regulations shall inform the freshers about their rights as bonafide students of the institution and clearly instructing them that they should desist from doing anything, with or against their will, even if ordered to by the seniors students, and that any attempt of ragging shall be promptly reported to the Anti-ragging Squad or to the Warden or to the Head of the institution, as the case may be.
- d) The leaflet specified in clause (a) of Regulation 6.2 of these Regulations shall contain a calendar of events and activities laid down by the institution to facilitate and complement familiarization of freshers with the academic environment of the institution.
- e) The institution shall, on the arrival of senior students after the first week or after the second week, as the case may be, schedule orientation programmes as follows, namely; (i) joint sensitization programme and counselling of both freshers and senior students by a professional counsellor, referred to in clause (0) of Regulation 6.1 of these Regulations; (ii) joint orientation programme of freshers and seniors to be addressed by the Head of the institution and the anti-ragging committee; (iii) organization on a large scale of cultural, sports and other activities to provide a platform for the freshers and seniors to interact in the presence of faculty members; (iv) in the hostel, the warden should address all students; and may request two junior colleagues from the college faculty to assist the warden by becoming resident tutors for a temporary duration. (v) as far as possible faculty members should dine with the hostel residents in their respective hostels to instil a feeling of confidence among the freshers.
- f) The institution shall set up appropriate committees, including the course-in-charge, student advisor, Wardens and some senior students as its members, to actively monitor, promote and regulate healthy interaction between the freshers, junior students and senior students.
- g) Freshers or any other student(s), whether being victims, or witnesses, in any incident of ragging, shall be encouraged to report such occurrence, and the identity of such informants shall be protected and shall not be subject to any adverse consequence only for the reason for having reported such incidents.
- h) Each batch of freshers, on arrival at the institution, shall be divided into small groups and each

such group shall be assigned to a member of the faculty, who shall interact individually with each member of the group every day for ascertaining the problems or difficulties, if any, faced by the fresher in the institution and shall extend necessary help to the fresher in overcoming the same.

- i) It shall be the responsibility of the member of the faculty assigned to the group of freshers, to coordinate with the Wardens of the hostels and to make surprise visits to the rooms in such hostels, where a member or members of the group are lodged; and such member of faculty shall maintain a diary of his/her interaction with the freshers under his/her charge.
 - j) Freshers shall be lodged, as far as may be, in a separate hostel block, and where such facilities are not available, the institution shall ensure that access of seniors to accommodation allotted to freshers is strictly monitored by wardens, security guards and other staff of the institution.
 - k) A round the clock vigil against ragging in the hostel premises, in order to prevent ragging in the hostels after the classes are over, shall be ensured by the institution.
 - l) It shall be the responsibility of the parents/guardians of freshers to promptly bring any instance of ragging to the notice of the Head of the Institution.
 - m) Every student studying in the institution and his/her parents/guardians shall provide the specific affidavits required under clauses (d), (e) and (g) of Regulation 6.1 of these Regulations at the time of admission or registration, as the case may be, during each academic year.
 - n) Every institution shall obtain the affidavit from every student as referred to above in clause (m) of Regulation 6.2 and maintain a proper record of the same and to ensure its safe upkeep thereof, including maintaining the copies of the affidavit in an electronic form, to be accessed easily when required either by the Commission or any of the Councils or by the institution or by the affiliating University or by any other person or organisation authorised to do so.
 - o) Every student at the time of his/her registration shall inform the institution about his/her place of residence while pursuing the course of study, and in case the student has not decided his/her place of residence or intends to change the same, the details of his place of residence shall be provided immediately on deciding the same; and specifically in regard to a private commercially managed lodge or hostel where he/she has taken up residence.
 - p) The Head of the institution shall, on the basis of the information provided by the student under clause (o) of Regulation 6.2, apportion sectors to be assigned to members of the faculty, so that such member of faculty can maintain vigil and report any incident of ragging outside the campus or en route while commuting to the institution using any means of transportation of students, whether public or private.
 - p) The Head of the institution shall, on the basis of the information provided by the student under clause (o) of Regulation 6.2, apportion sectors to be assigned to members of the faculty, so that such member of faculty can maintain vigil and report any incident of ragging outside the campus or en route while commuting to the institution using any means of transportation of students, whether public or private.
 - q) The Head of the institution shall, at the end of each academic year, send a letter to the parents/guardians of the students who are completing their first year in the institution, informing them about these Regulations and any law for the time being in force prohibiting ragging and the punishments thereof as well as punishments prescribed under the penal laws, and appealing to them to impress upon their wards to desist from indulging in ragging on their return to the institution at the beginning of the academic session next.
- 6.3 Every institution shall constitute the following bodies; namely,
- a) Every institution shall constitute a Committee to be known as the Anti-Ragging Committee to be nominated and headed by the Head of the institution, and consisting of representatives of civil and police administration, local media, Non Government Organizations involved in

youth activities, representatives of faculty members, representatives of parents, representatives of students belonging to the freshers' category as well as senior students, non-teaching staff; and shall have a diverse mix of membership in terms of levels as well as gender.

- b) It shall be the duty of the Anti-Ragging Committee to ensure compliance with the provisions of these Regulations as well as the provisions of any law for the time being in force concerning ragging; and also to monitor and oversee the performance of the Anti-Ragging Squad in prevention of ragging in the institution.
- c) Every institution shall also constitute a smaller body to be known as the Anti-Ragging Squad to be nominated by the Head of the Institution with such representation as may be considered necessary for maintaining vigil, oversight and patrolling functions and shall remain mobile, alert and active at all times.

Provided that the Anti-Ragging Squad shall have representation of various members of the campus community and shall have no outside representation.

- d) It shall be the duty of the Anti-Ragging Squad to be called upon to make surprise raids on hostels, and other places vulnerable to incidents of, and having the potential of, ragging and shall be empowered to inspect such places.
- e) It shall also be the duty of the Anti-Ragging Squad to conduct an on-the-spot enquiry into any incident of ragging referred to it by the Head of the institution or any member of the faculty or any member of the staff or any student or any parent or guardian or any employee of a service provider or by any other person, as the case may be; and the enquiry report along with recommendations shall be submitted to the Anti-Ragging Committee for action under clause (a) of Regulation 9.1.

Provided that the Anti-Ragging Squad shall conduct such enquiry observing a fair and transparent procedure and the principles of natural justice and after giving adequate opportunity to the student or students accused of ragging and other witnesses to place before it the facts, documents and views concerning the incident of ragging, and considering such other relevant information as may be required.

- f) Every institution shall, at the end of each academic year, in order to promote the objectives of these Regulations, constitute a Mentoring Cell consisting of students volunteering to be Mentors for freshers, in the succeeding academic year; and there shall be as many levels or tiers of Mentors as the number of batches in the institution, at the rate of one Mentor for six freshers and one Mentor of a higher level for six Mentors of the lower level.
- g) Every University shall constitute a body to be known as Monitoring Cell on Ragging, which shall coordinate with the affiliated colleges and institutions under the domain of the University to achieve the objectives of these Regulations; and the Monitoring Cell shall call for reports from the Heads of institutions in regard to the activities of the Anti-Ragging Committees, Anti - Ragging Squads, and the Mentoring Cells at the institutions, and it shall also keep itself abreast of the decisions of the District level Anti-Ragging Committee headed by the District Magistrate.
- h) The Monitoring Cell shall also review the efforts made by institutions to publicize anti-ragging measures, soliciting of affidavits from parents/guardians and from students, each academic year, to abstain from ragging activities or willingness to be penalized for violations; and shall function as the prime mover for initiating action on the part of the appropriate authorities of the university for amending the Statutes or Ordinances or Bye-laws to facilitate

6.4 Every institution shall take the following other measures, namely;

- a) Each hostel or a place where groups of students reside, forming part of the institution, shall have a full-time Warden, to be appointed by the institution as per the eligibility criteria laid down for the post reflecting both the command and control aspects of maintaining discipline and preventing incidents of ragging within the hostel, as well as the softer skills of counselling and communicating with the youth outside the class-room situation; and who shall reside within the hostel, or at the very least, in the close vicinity thereof.
- b) The Wardens shall be accessible at all hours and be available on telephone and other modes of communication, and for this purpose the Warden shall be provided with a mobile phone by the institution, the number of which shall be publicised among all students residing in the hostel.
- c) The institution shall review and suitably enhance the powers of Wardens; and the security personnel posted in hostels shall be under the direct control of the Warden and their performance shall be assessed by them.
- d) The professional counsellors referred to under clause (0) of Regulation 6.1 of these Regulations shall, at the time of admission, counsel freshers and/or any other student(s) desiring counselling, in order to prepare them for the life ahead, particularly in regard to the life in hostels and to the extent possible, also involve parents and teachers in the counselling sessions.
- e) The institution shall undertake measures for extensive publicity against ragging by means of audio-visual aids, counselling sessions, workshops, painting and design competitions among students and such other measures, as it may deem fit.
- f) In order to enable a student or any person to communicate with the AntiRagging Helpline, every institution shall permit unrestricted access to mobile phones and public phones in hostels and campuses, other than in class-rooms, seminar halls, library, and in such other places that the institution may deem it necessary to restrict the use of phones.
- g) The faculty of the institution and its non-teaching staff, which includes but is not limited to the administrative staff, contract employees, security guards and employees of service providers providing services within the institution, shall be sensitized towards the ills of ragging, its prevention and the consequences thereof.
- h) The institution shall obtain an undertaking from every employee of the institution including all teaching and non-teaching members of staff, contract labour employed in the premises either for running canteen or as watch and ward staff or for cleaning or maintenance of the buildings/lawns and employees of service providers providing services within the institution, that he/she would report promptly any case of ragging which comes to his/her notice.
- i) The institution shall make a provision in the service rules of its employees for issuing certificates of appreciation to such members of the staff who report incidents of ragging, which will form part of their service record.
- j) The institution shall give necessary instructions to the employees of the canteens and mess, whether that of the institution or that of a service provider providing this service, or their employers, as the case may be, to keep a strict vigil in the area of their work and to report the incidents of ragging to the Head of the institution or members of the Anti-Ragging Squad or members of the Anti-Ragging Committee or the Wardens, as may be required.

- k) All Universities awarding a degree in education at any level, shall be required to ensure that institutions imparting instruction in such courses or conducting training programme for teachers include inputs relating to anti-ragging and the appreciation of the relevant human rights, as well as inputs on topics regarding sensitization against corporal punishments and checking of bullying amongst students, so that every teacher is equipped to handle at least the rudiments of the counselling approach.
- l) Discreet random surveys shall be conducted amongst the freshers every fortnight during the first three months of the academic year to verify and crosscheck whether the institution is indeed free of ragging or not and for the purpose the of which institution may design its own methodology of conducting such surveys. m) The institution shall cause to have an entry, apart from those relating to general conduct and behaviour, made in the Migration/Transfer Certificate issued to the student while leaving the institution, as to whether the student has been punished for committing or abetting an act of ragging, as also whether the student has displayed persistent violent or aggressive behaviour or any inclination to harm others, during his course of study in the institution.
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- m) Notwithstanding anything contained in these Regulations with regard to obligations and responsibilities pertaining to the authorities or members of bodies prescribed above, it shall be the general collective responsibility of all levels and sections of authorities or functionaries including members of the faculty and employees of the institution, whether regular or temporary, and employees of service providers providing service within the institution, to prevent or to act promptly against the occurrence of ragging or any incident of ragging which comes to their notice.
- n) The Heads of institutions affiliated to a University or a constituent of the University, as the case may be, shall, during the first three months of an academic year, submit a weekly report on the status of compliance with Anti-Ragging measures under these Regulations, and a monthly report on such status thereafter, to the Vice-Chancellor of the University to which the institution is affiliated to or recognized by.
- o) The Vice-Chancellor of each University, shall submit fortnightly reports of the University, including those of the Monitoring Cell on Ragging in case of an affiliating university, to the State Level Monitoring Cell.

7. Action to be taken by the Head of the institution

On receipt of the recommendation of the Anti-Ragging Squad or on receipt of any information concerning any reported incident of ragging, the Head of institution shall immediately determine if a case under the penal laws is made out and if so, either on his own or through a member of the Anti-Ragging Committee authorised by him in this behalf, proceed to file a First Information Report (FIR), within twenty four hours of receipt of such information or recommendation, with the police and local authorities, under the appropriate penal provisions relating to one or more of the following, namely;

- i. Abetment to ragging;
- ii. Criminal conspiracy to rag;
- iii. Unlawful assembly and rioting while ragging;
- iv. Public nuisance created during ragging;
- v. Violation of decency and morals through ragging;
- vi. Injury to body, causing hurt or grievous hurt;
- vii. Wrongful restraint;
- viii. Wrongful confinement;

- ix. Use of criminal force;
- x. Assault as well as sexual offences or unnatural offences;
- xi. Extortion;
- xii. Criminal trespass;
- xiii. Offences against property;
- xiv. Criminal intimidation;
- xv. Attempts to commit any or all of the above mentioned offences against the victim(s);
- xvi. Threat to commit any or all of the above mentioned offences against the victim(s);
- xvii. Physical or psychological humiliation;
- xviii. All other offences following from the definition of "Ragging".

Provided that the Head of the institution shall forthwith report the occurrence of the incident of ragging to the District Level Anti-Ragging Committee and the Nodal officer of the affiliating University, if the institution is an affiliated institution.

Provided further that the institution shall also continue with its own enquiry initiated under clause 9 of these Regulations and other measures without waiting for action on the part of the police/local authorities and such remedial action shall be initiated and completed immediately and in no case later than a period of seven days of the reported occurrence of the incident of ragging.

8. Duties and Responsibilities of the Commission and the Councils

8.1 The Commission shall, with regard to facilitating communication of information regarding incidents of ragging in any institution, take the following steps, namely;

- a) The Commission shall establish, fund and operate, a toll-free Anti-Ragging Helpline, operational round the clock, which could be accessed by students in distress owing to ragging related incidents.
- b) Any distress message received at the Anti-Ragging Helpline shall be simultaneously relayed to the Head of the Institution, the Warden of the Hostels, the Nodal Officer of the affiliating University, if the incident reported has taken place in an institution affiliated to a University, the concerned District authorities and if so required, the District Magistrate, and the Superintendent of Police, and shall also be web enabled so as to be in the public domain simultaneously for the media and citizens to access it.
- c) The Head of the institution shall be obliged to act immediately in response to the information received from the Anti-Ragging Helpline as at sub-clause (b) of this clause.
- d) The telephone numbers of the Anti-Ragging Helpline and all the important functionaries in every institution, Heads of institutions, faculty members, members of the anti-ragging committees and anti ragging squads, district and sub-divisional authorities and state authorities, Wardens of hostels, and other functionaries or authorities where relevant, shall be widely disseminated for access or to seek help in emergencies.
- e) The Commission shall maintain an appropriate data base to be created out of affidavits, affirmed by each student and his/her parents/guardians and stored electronically by the institution, either on its or through an agency to be designated by it; and such database shall also function as a record of ragging complaints received, and the status of the action taken thereon.
- f) The Commission shall make available the database to a non-governmental agency to be nominated by the Central Government, to build confidence in the public and also to provide information of non compliance with these Regulations to the Councils and to such bodies as

may be authorised by the Commission or by the Central Government.

8.2 The Commission shall take the following regulatory steps, namely;

- a) The Commission shall make it mandatory for the institutions to incorporate in their prospectus/ the directions of the Central Government or the State Level Monitoring Committee with regard to prohibition and consequences of ragging/ and that non-compliance with these Regulations and directions so provided/ shall be considered as lowering of academic standards by the institution/ therefore making it liable for appropriate action.
- b) The Commission shall verify that the institutions strictly comply with the requirement of getting the affidavits from the students and their parents/guardians as envisaged under these Regulations.
- c) The Commission shall include a specific condition in the Utilization Certificate/ in respect of any financial assistance or grants-in-aid to any institution under any of the general or special schemes of the Commission/ that the institution has complied with the anti-ragging measures.
- d) Any incident of ragging in an institution shall adversely affect its accreditation/ ranking or grading by NAAC or by any other authorised accreditation agencies while assessing the institution for accreditation/ ranking or grading purposes.
- e) The Commission may accord priority in financial grants-in-aid to those institutions/ otherwise eligible to receive grants under section 12B of the Act/ which report a blemishless record in terms of there being no reported incident of ragging.
- f) The Commission shall constitute an Inter-Council Committee/ consisting of representatives of the various Councils/ the Non-Governmental agency responsible for monitoring the database maintained by the Commission under clause (g) of Regulation 8.1 and such other bodies in higher education/ to coordinate and monitor the anti-ragging measures in institutions across the country and to make recommendations from time to time; and shall meet at least once in six months each year.
- g) The Commission shall institute an Anti-Ragging Cell within the Commission as an institutional mechanism to provide secretarial support for collection of information and monitoring/ and to coordinate with the State Level Monitoring Cell and University level Committees for effective implementation of anti-ragging measures/ and the Cell shall also coordinate with the Non-Governmental agency responsible for monitoring the database maintained by the Commission appointed under clause (g) of Regulation 8.1.

9. Administrative action in the event of ragging

9.1 The institution shall punish a student found guilty of ragging after following the procedure and in the manner prescribed here in under:

- a) The Anti-Ragging Committee of the institution shall take an appropriate decision, in regard to punishment or otherwise, depending on the facts of each incident of ragging and nature and gravity of the incident of ragging established in the recommendations of the Anti-Ragging Squad.
- b) The Anti-Ragging Committee may, depending on the nature and gravity of the guilt established by the Anti-Ragging Squad, award, to those found guilty, one or more of the following punishments, namely;
 - i. Suspension from attending classes and academic privileges.

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- ii. Withholding/ withdrawing scholarship/ fellowship and other benefits.
 - iii. Debarring from appearing in any test/ examination or other evaluation process.
 - iv. Withholding results.
 - v. Debarring from representing the institution in any regional, national or international meet, tournament, youth festival, etc.
 - vi. Suspension/ expulsion from the hostel.
 - vii. Cancellation of admission.
 - viii. Rustication from the institution for period ranging from one to four semesters.
 - ix. Expulsion from the institution and consequent debarring from admission to any other institution for a specified period.

Provided that where the persons committing or abetting the act of ragging are not identified, the institution shall resort to collective punishment.

- c) An appeal against the order of punishment by the Anti-Ragging Committee shall lie,
 - i. in case of an order of an institution, affiliated to or constituent part, of a University, to the Vice-Chancellor of the University;
 - ii. in case of an order of a University, to its Chancellor.
 - iii. in case of an institution of national importance created by an Act of Parliament, to the Chairman or Chancellor of the institution, as the case may be.

9.2 Where an institution, being constituent of, affiliated to or recognized by a University, fails to comply with any of the provisions of these Regulations or fails to curb ragging effectively, such University may take anyone or more of the following actions, namely;

- i. Withdrawal of affiliation/ recognition or other privileges conferred.
- ii. Prohibiting such institution from presenting any student or students then undergoing any programme of study therein for the award of any degree/diploma of the University.

Provided that where an institution is prohibited from presenting its student or students, the Commission shall make suitable arrangements for the other students so as to ensure that such students are able to pursue their academic studies.

- iii. Withholding grants allocated to it by the university, if any
- iv. Withholding any grants channelled through the university to the institution.
- v. Any other appropriate penalty within the powers of the university.

9.3 Where in the opinion of the appointing authority, a lapse is attributable to any member of the faculty or staff of the institution, in the matter of reporting or taking prompt action to prevent an incident of ragging or who display an apathetic or insensitive attitude towards complaints of ragging, or who fail to take timely steps, whether required under these Regulations or otherwise, to prevent an incident or incidents of ragging, then such authority shall initiate departmental disciplinary action, in accordance with the prescribed procedure of the institution, against such member of the faculty or staff.

Provided that where such lapse is attributable to the Head of the institution, the authority designated to appoint such Head shall take such departmental disciplinary action; and such action shall be without prejudice to any action that may be taken under the penal laws for abetment of ragging for failure to take timely steps in the prevention of ragging or punishing any student found guilty of ragging.

9.4 The Commission shall, in respect of any institution that fails to take adequate steps to prevent

ragging or fails to act in accordance with these Regulations or fails to punish perpetrators or incidents of ragging suitably, take one or more of the following measures, namely;

- i. Withdrawal of declaration of fitness to receive grants under section 126 of the Act.
- ii. Withholding any grant allocated.
- iii. Declaring the institution ineligible for consideration for any assistance under any of the general or special assistance programmes of the Commission.
- iv. Informing the general public, including potential candidates for admission, through a notice displayed prominently in the newspapers or other suitable media and posted on the website of the Commission, declaring that the institution does not possess the minimum academic standards.
- v. Taking such other action within its powers as it may deem fit and impose such other penalties as may be provided in the Act for such duration of time as the institution complies with the provisions of these Regulations.

Provided that the action taken under this clause by the Commission against any institution shall be shared with all Councils.

- iv. Informing the general public, including potential candidates for admission, through a notice displayed prominently in the newspapers or other suitable media and posted on the website of the Commission, declaring that the institution does not possess the minimum academic standards.
- v. Taking such other action within its powers as it may deem fit and impose such other penalties as may be provided in the Act for such duration of time as the institution complies with the provisions of these Regulations.

Provided that the action taken under this clause by the Commission against any institution shall be shared with all Councils.

(Dr. R.K. Chauhan)
Secretary



AFFIDAVIT BY THE PARENT/GUARDIAN

1. I, _____ (*full name of student with admission / reastration / enrolment number*)
s/o/ d/o, Mr./ Mrs./ Ms. _____, having been
admitted to _____ (*name of the institution*), have received a copy
of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions,
2009, (hereinafter called the "Regulations") carefully read and fully understood the provisions
contained in the said Regulations.
- 2) I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes
ragging.
- 3) I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of
the penal and administrative action that is liable to be taken against me in case I am found guilty
of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
- 4) I hereby solemnly aver and undertake that
 - a) I will not indulge in any behaviour or act that may be constituted as ragging under clause 3 of
the Regulations.
 - b) I will not participate in abet or propagate through any act of commission or omission that may
be constituted as ragging under clause 3 of the Regulations.
- 5) I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause 9.1
of the Regulations, without prejudice to any other criminal action that may be taken against me
under any penal law or any law for the time being in force.
- 6) I hereby declare that I have not been expelled or debarred from admission in any institution in
the country on account of being found guilty of, abetting or being part of a conspiracy to
promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware
that my admission is liable to be cancelled.

Declared this _____ day of _____ month of _____ year.

Signature of deponent

Name:

Address :

Telephone/Mobile No. :

VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at (place) on this (day) of (month) , (year) .

Signature of deponent

Solemnly affirmed and signed in my presence on this the (day) of (month) ,
 (year) after reading the contents of this affidavit.

OATH COMMISSONER



NATIONAL INSTITUTE OF TECHNOLOGY KURUKSHETRA

STUDENT UNDERTAKING

IRoll NoSon/Daughter of..... is a bonafide student of the Dept. ofNIT Kurukshetra and presently studying in B. Tech./M.Tech./MCA/Ph.D.....YearSemesterand allotted Room No.In Hostel No..... hereby undertake that I shall not use any vehicle (except Bicycle) in the Institute Campus; and I also assure that I shall not bring, consume or keep under my possession any kind of alcoholic drinks or any other intoxicant in the Hostel/ Institute premises at any time. Further, I authorize the Institute that in the event of violation of this undertaking, the Institute can take appropriate disciplinary action including my expulsion from the Hostel/Institute.

Signature of the Student

Phone No.....

Guardian's Ph. No.....

Permanent Address.....

.....

.....

Email.....

NATIONAL INSTITUTE OF TECHNOLOGY KURUKSHETRA

UNDERTAKING

I understand that I will obey the rules & regulations of the hostel/mess. I am also aware that hostel mess is run on the co-operative basis & all its expenses are borne by the residents of the hostel. In case I Fail to follow the rules, my hostel facilities may be withdrawn.

Signature of the student

Name: -

Branch: -

Mobile: -

Address: -

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