

**INSTITUTE OF HOTEL MANAGEMENT & CATERING TECHNOLOGY, SILVASSA**  
**HOSTEL RULES & REGULATIONS W.E.F 03/07/2017**

1. Parents / Authorized Guardians are only allowed to visit the Girls' Hostel with prior permission from the Hostel Warden/Head of Department only during holidays or weekend holidays or during emergencies. Any students found to violate these rules will be expelled from the hostel immediately.
2. In case of serious illness or infectious diseases a student may be asked to leave the hostel to stay with the Local Guardians / Parents.
3. Hostel students should be as economical as possible in the use of water and electricity. Students should switch off the light and fan when not in use. Tampering with electrical wiring or fixing any electrical lighting or other fittings in rooms will be viewed seriously.
4. Students will be held responsible for any kind of damage to the Hostel Property (i.e.) fan, furniture, fittings and fixtures etc provided. They will be held responsible for any breakage, repair or loss caused to hostel and mess property. In all such cases the students will have to pay the cost of such damages as decided by the Head of Department /Hostel Warden.
5. The Hostel Warden will supervise and control the students in the matter of Accommodation, discipline and general conduct and she / he will enforce the rules laid down in these matters from time to time as required.
6. Students are not allowed to stay in the rooms between 8.45 a.m. and 5.35 pm. on all working days. Permission to be obtained in writing from Head of Department /Hostel Warden for any reasons to stay back in the hostel.
7. Students are not permitted to use any electrical equipment like Electric Iron, Heater, etc., or any other inflammable material device other than the ones provided by the management.
8. Students are not permitted to use Tape-recorder with speakers. However, they are permitted to use Walkman only.
9. The Inmates of the hostel are not permitted to use two or four wheelers.
10. Students are not permitted to stick posters/ formula/pictures of any type (including God and Goddess)/painting/drawing or writing on the hostel walls.
11. Weekend holidays permission will only be granted once in a month with prior written permission from Head of Department/ Hostel warden to go to their Local Guardian/ Parents
12. Hostellers are not allowed go nearby Daman Ganga riverside or Polytechnic College/Hostel Campus or IHM&CT Silvassa Boys Hostel. Defaulters will be rusticated from the Hostel.

13. **Students are not permitted to keep costly mobiles, heavy jewellery, expensive things & cash with them and the institute will not be held responsible for their loss, theft or missing items.**
14. Rooms must be vacated immediately after the institution closes for vacation. Rooms should be maintained in a clean and tidy condition and open for inspection at all times. Students cannot claim to stay in the hostel during vacation period. Permission may be given for such a stay in any special case by the Head of Department /Hostel Warden on the written request of the student.
15. RAGGING / CAUSING / HARASSMENT / QUARELLS / MISBEHAVIOUR / EMBARRASSMENT will be VIEWED SERIOUSLY. Hence advised to abstain from all anti social activities. **RAGGING IS STRICTLY BANNED BY ORDER OF HONOURABLE SUPREME COURT OF INDIA.** FIR WILL BE LODGED AGAINST THE CULPRITS IN SUCH CASES.
16. **CONSUMPTION OF ALCOHOL, SMOKING OR USING ANY KIND OF DRUGS ARE STRICTLY PROHIBITED INSIDE THE COLLEGE/HOSTEL CAMPUS, IN CASE OF ANY ONE FOUND INDULGING IN SUCH ACTIVITIES WILL BE TERMINATED IMMEDIATELY.**
17. Hostel inmates should be punctual to the classes on time. They should wear proper dress in the Mess, within & and around the College Campus.
18. A Student must enter the time in and out in the register which is kept at the entrance of the Girls Hostel whenever he/ she moves out of the hostel either to market or shopping, or to meet their Parents/ Guardians, etc.
19. Final/Second year Girls students are directed to be kind & polite to the freshers and guide them in the proper way. Girls' students should also ensure that an atmosphere of both friendliness and co-operation prevails among them.
20. In the event if a hosteller is expelled from the hostel for any disciplinary action / vacate the hostel in between the academic year, only the hostel mess advance and caution deposit if any are refunded after necessary deductions. **ANY REFUNDS FOR A HOSTELLER WILL BE SETTLED ONLY AT THE END OF THE ACADEMIC YEAR. HIS/HER OTHER HOSTEL FEE WILL NOT BE REFUNDED AT ANY COST.**
21. The Last reporting time to Boys & Girls Hostellers is 07:00 pm. Only Girls Hosteller students are allowed to leave hostel between 08:00 pm to 08:45 pm for Dinner in the Institute
22. All the students are directed to maintain proper discipline within the college/Hostels/ Polytechnic Campus premises. Defaulters will be viewed seriously.

23. All the students are directed not to sit within the Polytechnic Campus after or before college hours. Action will be taken against defaulters.
24. Students are directed not to sit within the academic block premises after the college is over or during Saturdays/Sundays/holidays
25. **Those students who do not follow the above mentioned rules & regulations will be rusticated from Hostel. In any case, the decision of the Principal/ Head of Department/ Hostel Warden will be final.**

**SIGNATURE OF  
HOSTEL WARDEN (Boys )**

**SIGNATURE OF  
HOSTEL WARDEN (Girls)**

**SIGNATURE OF HEAD OF DEPARTMENT**