

AUXILIUM HOSTEL – RULES AND REGULATIONS

HOSTEL MANAGEMENT

1. Hostel students are under the direct supervision of the College Management. Hostel wardens are guardians on behalf of the Management.
2. Hostel admissions will be decided by the Management.
3. Only those who are medically fit will be admitted into the hostel.
4. Those who trespass the Hostel rules again and again will be dismissed.
5. Hostel wardens will allot the places for students. Students are expected to accept them. In case of a need or for some special reasons, wardens may change the places in the course of the Year.
6. Students will be allotted places in the Hostel only after the payment of the following fees.

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| Application form | : Rs. 100/- |
| Admission Fees | : Rs. 1000/- (U.G & P.G. I Year Only) |
| Mess/ Month | : Rs. 2100/- |
| Establishment (U.G.) | : Rs. 15,000/- |
| Establishment (P.G.) | : Rs. 16,000/- |

There is no reduction in fees for those who do not stay in the hostel or for those who take long leave.

MESS

1. Mess fees must be paid before the second Sunday of every month.
2. Reduction in mess fees will be considered only for those who stay away from the hostel with prior information

STUDIES

1. Admission into the hostel at every subsequent year will be considered only for those students who are discipline d and apply themselves earnestly to their studies.
2. If the student is unable to attend the college on account of ill health or for other reasons, the warden must be informed.
3. Students should maintain silence and discipline and thus create an environment conducive for study.

GENERAL REGULATIONS

1. Those who are on long term or continuous medical treatment will not be admitted into the hostel.
2. Married women will not be admitted into the Hostel

3. The students should not have any medicines with them without the knowledge of the wardens.
4. The Management will not be responsible if any student does any harm to her life or meets with any accident either inside or outside the college premises.
5. Telephone messages requesting grant of leave will not be accepted.
6. Before leaving the hostel, the students should sign in the appropriate register in the presence of the warden, stating the reason why she is leaving the hostel.
7. Parent should avoid coming to the hostel without the permission of the Management.
8. Students are allowed to go home every second and fourth Friday of the month. (Shift I students leave at 2.30 p.m. and Shift II students leave at 6.30 p.m.) On their return after the holidays, students should enter the hostel only after meeting the warden and signing in the register.
9. Students are not allowed to enter into each other's rooms. Wardens are not responsible for the valuables or money lost by the students. Students are requested to take care of their belongings and money with responsibility.
10. Hostellers are not allowed to keep Radio, Camera, walkman, i-pad or any such devices with themselves. The mobile phone and the lap-tops should be submitted to the warden and they will be allowed to use them every day at proper time according to their need.
11. They should not stick pictures or scribble in the wall or on the cupboards.
12. Only those who bring the Yellow Card along with the permission letter of the parents will be allowed to visit the hostellers. To obtain this Yellow Card, First Year students should produce stamp size photos of their parents at the time of admission.
13. Students are requested to keep their rooms and surroundings clean and tidy.
14. Those who trespass the hostel rules and regulations and those who disturb the peace and harmony in the hostel will be dispelled from the hostel.
15. All the hostellers are expected to participate in all the common functions of the hostel.
16. The Management or the Hostel is not responsible for those who leave the hostel without the permission of the wardens. Such students will be expelled from the hostel.
17. The hostellers are expected to dress neatly and modestly.
18. Without the express permission of the wardens, the students should never hold any meetings, collect money, distribute hand outs or carry out any such activities.
19. Each student should have a mattress, pillow, two pillow covers, mosquito net, two bed sheets, one plastic bucket, two locks, one torch, two hangers and other such needed materials. They should bring attested copies of all their certificates and 12 numbers of pass port size photos.

SOME REGULATIONS REGARDING THE HOLIDAYS

1. Through Whatsapp group, information regarding the holidays in the college will be sent to all the parents.
2. If leave is required during the college working days, parents should inform the warden. If leave is sanctioned, the student can leave the hostel with the permission of the warden and accompanied by the parents. On their return to the hostel, they should be accompanied by the parents. Letters regarding this will not be accepted.
3. The hostellers will never be allowed to go home unaccompanied either for motives of sickness or any other emergency. They can go home accompanied only by those who come with the Yellow Card and the request letter of the parents.
4. If any leave is required by those who go home on the regular monthly weekend holidays, parents should inform the hostel warden. On return after any such leave, the student should be accompanied by the parents. When the student returns late to the hostel after any short or long vacation, she will be allowed into the hostel only when accompanied by the parents. (Parents must bring the Yellow Card) Letters will not be accepted.

WHEN THE PARENTS COOPERATE WITH THE HOSTEL WARDENS IN THE INTEGRAL GROWTH OF THEIR DAUGHTERS THE HOSTEL BECOMES AN EXPERIENTIAL HOME OF LOVING RELATIONSHIPS. IT BECOMES A PLACE OF LEARNING LIFE BEYOND THE CONFINES OF CLASS ROOM.