

PIMRG GIRLS' HOSTEL

Total Accommodation	60
Hostel Warden:	Mrs. Sarika Sengar +91 79-7432-5462
Hostel Faculty Incharge:	Dr Priyanka Chawla +7017993904
Address:	06, Indramani Nagar, Opp Pradeep Medical Store-474005
Hostel Facilities	Mess Facility 24x7 CCTV security Security Guards Recreation Hall Sport Facilities Guest Rooms

GIRLS' HOSTEL RULES AND REGULATIONS

General Accommodation Guidelines

- The college provides shared room accommodation to girl students admitted to the institute.
- Students seeking hostel accommodation must submit an application form. Room allotments are made on a first-come, first-served basis.
- Each resident is responsible for the care of the room allotted and the furniture provided (Table, Chair, Bed with mattress). No additional furniture or removal of existing furniture is allowed without prior written permission from the Hostel Warden. Damage or loss will be chargeable.
- Room shifting is strictly prohibited without prior approval.
- Students must use good-quality locks for their rooms. Keeping expensive items like jewellery, cameras, or personal electronics (except essentials) is discouraged. The hostel will not be responsible for their loss.
- Engaging any domestic help or external service personnel is strictly prohibited.
- Hostel/mess staff are not to be used for personal tasks by residents.
- Hostel leaving formalities, including clearance from the Hostel Office and dues settlement, must be completed before vacating.

Guest Policy

- Female guests may be allowed to stay in designated guest rooms with prior written permission from the Warden.
 - **Guest charges:** ₹500/- per day (12:00 noon to 12:00 noon basis)
 - **Maximum stay:** 2 days
- Residents are responsible for the conduct of their guests.
- No resident may host a guest without being present in the hostel.
- Violation of guest policies will lead to disciplinary action.
- Residents must inform the Warden in writing if they will be absent from the hostel for more than 24 hours. An entry should also be made in the register at the security desk, including their contact details.
- All residents must return to the hostel **by 7:30 p.m.** daily. Late entries may result in disciplinary action unless pre-approved in emergencies.

Prohibited Activities

- Any violation will lead to disciplinary action including possible expulsion.
- Tampering with electrical fittings is a punishable offense.
- Misuse of electrical appliances will attract disciplinary action.
- Cooking in rooms is strictly prohibited.
- Residents should not keep personal food in the **common refrigerator**, which is solely for mess purposes. Personal use of the hostel mixer or similar equipment is not allowed.

Safety, Cleanliness, and Conduct

- All cases of illness must be reported to the Warden immediately.
- Fundraising or collections within the hostel premises are **not allowed** without prior written approval from the Warden or Principal.
- Meetings, gatherings, or group activities in the hostel premises must be pre-approved by the Warden/Principal.
- Any violation of hostel or institute rules may result in disciplinary action, including warnings, fines, or expulsion.
- Serious misconduct such as assault, vandalism, or theft will result in:
 - Expulsion from the hostel.
 - A permanent record of misconduct.

- Full recovery of damages and fines.
- Residents wishing to vacate must submit a **two-month prior notice** in writing.
- Hostel floors may be reassigned annually (e.g., First Floor for juniors, Second Floor for seniors).
- Hostel rules are subject to change by the college authorities.

✓ Do's

- Lock your room always, even when going out for short durations with a good branded lock.
- Keep your valuables and cash under lock.
- Take special care of your mobiles and give your number to only your near and dear ones.
- Observe silence hours (10 pm to 6 am) every day.
- Read the notice board (both at your college and the hostel) regularly.
- Read the hostel rule book and follow the rules.
- Contact your warden or faculty in-charge in case of any problems.
- Enter your complete details in the in-out register when leaving the hostel for more than one day.
- Obtain a visitor pass well in advance for your visiting parents/relatives from the hostel warden.
- Inform your warden/faculty in charge if you are sick.
- Follow the code of conduct for students. Take care — your life is precious — we value it.

✗ Don'ts

- Cook in your rooms.
- Play loud music anywhere (in your room or hostel).
- Play or create disturbance in the corridors.
- Conduct or attend parties (in your room or anywhere in the hostel) without permission.
- Smoke, consume alcohol or indulge in substance abuse.
- Indulge in ragging.
- Disclose your PIN/secret code of your credit/debit card to anybody.

- Keep or play televisions in your rooms.
- Keep valuables or heavy cash in your rooms.
- Damage institute property or assets.
- Waste water or electricity.
- Act in a manner that offends the local cultural and social values and local sensibilities and rule of the land.
- Permit proxy/dummy roommates in your room.
- Permit non-hostellers to stay and visit in or use your room.
- Light lamps/candles, carry crackers or burn/burst crackers in and around the hostel premises.
- Violate hostel rules.

Mess Facility

- The mess is operated by residents on a no profit, no loss basis under Warden supervision.
- No food is served outside the dining hall. In case of illness, prior permission is needed to serve food in rooms.

Mess Timings:

- Breakfast: 8:00 – 9:00 a.m.
- Lunch: 11:30 a.m. – 2:00 p.m.
- Evening Tea: 5:15 – 5:45 p.m.
- Dinner: 7:30 – 9:00 p.m.

Hostel Fees and Refunds

1. Caution Money is refundable if a resident decides to cancel within the same month of payment. Other charges are non-refundable.
2. Fees are due bi-annually or quarterly, and must be paid in advance. A fine of ₹100/day applies for late payments. If dues remain unpaid, residents may be required to vacate.
3. All hostel dues must be cleared by 10th June as the hostel year closes on 30th June.

Disciplinary Guidelines

1. All hostel residents are accountable to the Principal and must not engage in any activity that disrupts college or hostel discipline.
2. On admission, every student must sign a declaration agreeing to abide by institutional discipline policies.
3. Disciplinary measures include warnings, fines, suspension, or expulsion from hostel/college/library.
4. Ragging in any form is strictly prohibited and punishable under college and university policies.

GIRLS' HOSTEL PHOTOGRAPHS

