



JAIN JAGRUTI CENTRE CENTRAL BOARD CHARITABLE TRUST

HOSTEL RULES

1) TENURE

- a) The tenure of the Student at the Hostel shall expire compulsorily on 30th April or on completion of exam, whichever is earlier.
- b) The Trust Board reserves the right to Terminate the residency of any student without giving any reason. In that case, the student shall vacate the Hostel Premises within such time as may be given to him.

2) SURVEILLANCE :

The Hostel premises are under CCTV surveillance 24 x 7.

3) WARDEN/ HOSTEL-IN CHARGE :

Students shall be answerable to Warden / Hostel-in-charge and will have to abide by the instructions of Warden / Hostel-in charge.

4) LEAVE /STAYING OUT / LATE COMING :

- a) Hostel Timings are 6.00 am to 10.30 pm. No Students shall remain out of Hostel during 10.30 pm to 6.00 am.
- b) If a student intends, to leave /stay out of Hostel or come later than 10.30 am, it is compulsory that the Parent / Guardian send a email and SMS from their Email ID and phone number well in advance. This request has to be made only in exceptional cases. The Trustees may not give permission for any students to remain out of Hostel beyond the time allowed without giving any reason.
- c) In order to avoid wastage of food, an early intimation about Leave/ Staying Out / Late Coming is compulsory.

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5) DIGITAL ROSTER :

For the purpose of utmost security and safety of students of the Hostel and as a mandate, students shall log in their entry and exits via biometric or other log system. Discrepancy in the form of non-logs by students shall be considered a serious violation of Hostel's accommodation policy resulting in termination of residency.

6) COMMON AREA & FACILITIES USAGE :

- a) No access to terrace.
 - b) Kitchen & study room should be kept clean at all time.
 - c) Student will not eat their Breakfast or dinner inside their room. Food should be consumed in common room only.
 - d) No leftover food will be kept in the Refrigerator for a long time.
 - e) Students will not sit & chit-chat with each other neither in the common area nor in each other's rooms after 10.30 p.m.
- 7) Students shall be responsible for keeping *her* room and furniture neat and tidy and shall ensure that she does not create nuisance or annoyance to other students.
- 8) Students shall be responsible for their own belongings. Students shall keep all their belongings/ personal items in the cupboards in their Resident Room, at their own risk. The Hostel management shall not be responsible for the loss of the same.
- 9) Students are expected to be decently dressed at all times and especially while accessing Derasar, common recreation areas, Mess/ Kitchen, Compound/premises of Hostel and other common areas etc.
- 10) No Visitor is allowed in the Hostel Premises except for the Family Members of the Student. Family members can meet with the permission of Warden at the designated area only.

11) Students are expected to take reasonable and proper care of the furniture and articles / property of the Hostel in her use. In case of any damage to property of the Hostel, student is obligated to make good of the same at once and / or the same will be deducted from security deposit at the discretion of Hostel management.

12) **FOOD RULES :**

- a) Only Jain Food is permitted to be consumed in the Hostel.
- b) Non Jain/Non vegetarian food and items either in the forms of Pastries, Cream biscuits; cakes etc. shall not be tolerated and shall not be consumed within the premises of Hostel, Mess/kitchen. Any infringement of this rule shall result in immediate removal from hostel.

13) **NO SUBSTANCE-ABUSE POLICY:**

Consumption of Narcotic Drugs (morphine, cannabis, cocaine, heroin, steroids etc.) alcohol (Beer, vodka, rum, whiskey, tequila, wine, red bull, scotch etc.), tobacco, cigarettes, e- cigarettes, Hukka, Vape, smoke free-Hukka, Gutkha and/or any other form of substance-abuse and/or intoxicating or mind altering / incapacitating substances is strictly prohibited in the entire Hostel premises.

14) **SEARCH & SEIZURE POLICY :**

The Hostel management is authorized to check / search anytime the cupboards of the students in their presence for any substance abuse or medicines without prescription and / or any other illegal materials. In case of any such materials found, the Hostel authorities shall seize the materials and terminate the residency.

15) **MORAL POLICY:**

Students shall not indulge in any illicit / immoral activities nor shall have in its possession any illicit / immoral /illegal/ objectionable contents / materials violating the moral code of conduct which the students are expected to follow. Any such objectionable material found, shall be actionable and penalized.

16) FIRE SAFETY :

Storing and using any combustible / inflammable items such as: candles, boiling rings, stove, electric stove, electric cooker, halogen lamps and other electrical appliances, match boxes, lighter, incense sticks (Agarbatti), Dhoop, Insecticide coils, combustible fuels such as Kerosene, Diesel, inflammable burner tablets etc. by the students are highly prohibited. The use of candles, Diyas, incense sticks (agarbattis), Dhoop and / or any other substance for the conduct of pooja and / or religious practices and / or for Birthday celebrations shall not be used in rooms. For the safety of the Students and as precautionary measures, Mock Fire Drills shall be organized and students are expected to attend the same.

17) WI-FI/ INTERNET SERVICES:

The Hostel has free Wi-Fi services which shall be accessible by the students. Please note that the Internet portal shall be used only for valid and legal purposes. Online Gambling, Gaming, downloading of illegal content, infringed copies etc. is strictly prohibited.

18) GREEN POLICY

The Hostel management is sensitive towards the environment. Students are requested to do the following to the extent possible. Avoid one time Plastic usage items such as Bisleri Bottles, containers, plastic bags, etc., Usage of animal friendly / Cruelty Free / Vegan Products, Avoid littering, Avoid Chewing gum etc. Students are encouraged to reduce plastic waste and water waste.

19) HYGIENE POLICY:

Students are expected to maintain the beds and rooms in a liveable condition. All the students shall use their personal toiletries. Since the bathrooms are common to all, students are requested to maintain the hygiene in the Bathrooms so as to be not inconvenience to the next user. Wastage of Water is highly condemned. Clogging of basin sinks, water outlets by Hair or any other disposable shall be actionable.

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20) **SANITARY DISPOSAL:**

Hostel holds Sanitary hygiene as top priority. Disposal of Sanitary materials shall be in the bins allocated for the purpose. Flushing, combusting and/or ordinary disposal is prohibited.

21) **ELECTRICITY CONSUMPTION :**

- a) Separate electric switches are installed in rooms. Students shall be liable for their electricity consumption. You shall have full control over your electricity expenses.
- b) Students are expected to be responsible in the house. Don't leave any electric or electronic gadgets plugged in to the power outlet or unattended on the bed. Some of the gadgets generate heat which might start a fire, when in contact with a fabric or a highly flammable material.
- c) No student shall keep lights switched on in her room after 11.00 p.m. If the resident desires to read, it shall use the overhead reading lights so provided in study table.

22) **WASHING MACHINE:**

- a) Two students can wash clothes in a day.
- b) Time table reflecting the same will be decided by the warden after discussing the students. Decision of the warden will be final.
- c) Students would be allowed to adjust their days internally after informing the warden.

23) **CULTURAL ACTIVITIES:**

Cultural Activities / Fests in colleges/institutions and/or otherwise such as Garbal dandiya nights, birthday celebrations, Holi, Janmashtmi, Ganesh festivities etc. shall be subject to hostel hours limitation. Please note that late entry in the Hostel shall not be tolerated. In case of birthday of any student of the Hostel, lighting of candles in the hostel premises is not permissible.

24) UTILITY KITS:

First Aid Kit and Sewing Kit are available with the Warden / Hostel-in charge.

25) CELL-PHONE USAGE :

Students are requested to restrict their cell phone usage. Students shall consider the convenience of the fellow students while using cell phones. It is advised that the students enjoy a leisure time away from screens while dining, walking and/or availing recreational activities.

26) USAGE OF MUSICAL DEVICES/INSTRUMENTS/GADGETS:

The students are permitted to play musical instruments, music on Bluetooth speakers, or cell phones responsibly and personal audible level in the manner not to cause annoyance, inconvenience or disturbance to others. Usage of such instruments / gadgets is prohibited after 9.00 p.m. NOISE POLLUTION IS PROHIBITED AND HIGHLY CONDEMNED. Thus, loudness of instruments / gadgets is strongly despised and actionable. If the student desires to listen to music, it shall do so through earphones, the hostel advises against the usage of earphones.

27) POLICY AGAINST PETS:

Hostel condemns any act of feeding pigeons or keeping pets or feeding cats, dogs etc.

28) ONLINE SHOPPING/ FOOD DELIVERY POLICY:

Hostel understands that students might call for online delivery. Only Jain food delivery shall be ordered. However the students shall schedule such delivery during the permitted hours upto 9.30 pm. The delivery shall be accepted at the front desk and no delivery person shall be allowed in the Hostel premises.

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