

# NARAYANA MEDICAL / DENTAL COLLEGE & HOSPITAL

NMCH CAMPUS, NELLORE - 524003

## GIRLS HOSTEL - REVISED RULES & REGULATIONS

All students residing in the hostel are expected to comply with these rules. The rules are intended to maintain a safe, disciplined, respectful, and comfortable residential environment for all residents.

### 1. GENERAL

1. These rules are intended to provide a **safe, disciplined, and conducive environment** for students residing in the hostels of Narayana Medical / Dental College & Hospital. All hostel residents are governed by these rules and regulations.
2. The **Hostel Committee** is vested with the authority to enforce these rules and regulations.
3. The respective **College Administration** is responsible for hostel admissions and re-admissions.
4. The Hostel Committee reserves the right to **open hostel rooms** in the event of any violation of hostel rules, suspected unlawful activity, or perceived security risk.
5. If a student is **expelled from the College** for any reason, the student must immediately vacate the hostel after clearing all outstanding dues. Any continued stay thereafter will be treated as unauthorized occupancy.
6. Hostel residents with **chronic medical conditions**, as certified by Senior Doctors of Narayana Medical Hospital / Super Speciality Hospital, may be required to vacate the hostel if personal medical care by a parent or guardian is considered necessary.
7. Continuation of a student's stay in the hostel is subject to the discretion of the **College Administration**.
8. **Day scholars are strictly not permitted to enter the hostel.**
9. Students are solely responsible for the safety and security of their **valuables and personal belongings**. The hostel management will not be responsible for any loss, theft, or damage.
10. Any **serious or repeated violation** of hostel rules and regulations may result in disciplinary action, including termination of hostel accommodation and the student being required to vacate the hostel.
11. **Birthday parties, celebrations, and similar gatherings are not permitted in common areas.** Strict disciplinary action may be taken against students who violate this rule.
12. Any **room-related problem, maintenance issue, illness, injury, or health concern** must be reported immediately to the Caretaker / In-Charge. In a medical emergency, hostel authorities may take appropriate action and inform the parent or guardian.
13. Hostel fee shall be paid once in 12 Months in advance without delay and if not paid before the given date Hostel Committee will have right to expel such students from hostel.

### 2. LODGING

1. Hostel rooms will be allotted by the **In-Charge / Accounts Department / Warden**.
2. Students shall not occupy hostel rooms without payment of the applicable **hostel fees, including room rent and mess charges**, at the time of admission and at the time of annual renewal.
3. Students must occupy only the rooms allotted to them and shall not **change or exchange rooms** without prior written permission from the Hostel Committee.
4. A student may request a **room change only once in an academic year**, subject to prior written approval from the Hostel Committee.
5. Students are responsible for arranging and maintaining their own **lock and key** for the allotted room.
6. The College reserves the right to **shift a student from one room to another or from one hostel building to another** whenever required for administrative reasons.

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1. **Ragging in any form is strictly prohibited.** Any student found involved in ragging, harassment, intimidation, bullying, or similar misconduct will be subject to strict disciplinary action in accordance with College rules and applicable law.
2. **Fighting, physical assault, threatening behavior, or verbal abuse is strictly prohibited.** Students involved may face disciplinary action, including termination of hostel accommodation.
3. Students must maintain proper conduct and shall not create **disturbance, nuisance, excessive noise, shouting, or loud music** that affects other hostel residents, particularly during study and nighttime hours.
4. Any act that threatens the **safety, security, dignity, or well-being of another student** will be treated as a serious violation of hostel rules.
5. Possession or consumption of **alcohol** within the hostel premises is strictly prohibited and may result in serious disciplinary action.

1. Students must obtain **permission from the Caretaker / Warden** before leaving the hostel for an outing.
2. The permitted **weekday outing hours** are **4:00 PM to 9:00 PM**. Students must return to the hostel by 9:00 PM.
3. On **Sundays and public holidays**, outing hours are **9:00 AM to 8:00 PM**. Students must return to the hostel by 8:00 PM.
4. Returning after the prescribed hostel timings **without prior authorization** will be treated as a violation of hostel rules.
5. Students intending to go on **overnight or extended leave** must submit a written request stating the reason and duration of leave and obtain prior permission from the In-Charge / Warden before leaving. Parents or guardians may be informed accordingly.
6. Parents and visitors are **not permitted inside the hostel after 7:00 PM**.
7. Students shall not accommodate or permit the **overnight stay of any unauthorized guest** in hostel rooms. Day scholars are not permitted inside the hostel at any time.

1. Students must be present in their respective rooms by **9:00 PM during attendance time**.
2. Both **biometric attendance and manual signature** are mandatory.
3. Proxy attendance, falsification of attendance, or tampering with biometric attendance systems is **strictly prohibited**.
4. Parents or guardians may be **notified in the event of absence or violation** of attendance requirements.

## 6. SAFETY & SECURITY

1. Students must cooperate with hostel security personnel and **produce their College / Hostel identification** whenever requested.
2. Any **unauthorized person, suspicious activity, or security concern** must be reported immediately to the Caretaker / Warden / Hostel In-Charge.
3. Tampering with **fire extinguishers, alarms, CCTV cameras, electrical systems, biometric systems, locks, or other safety and security equipment** is strictly prohibited.
4. **Pets** are not permitted within the hostel premises or hostel rooms.
5. **Shoe racks, dustbins, clothes, or any other personal belongings** must not be placed or stored in corridors or common areas. Corridors and common spaces must be kept clear at all times.

## 7. MESS & FOOD REGULATIONS

1. Hostel residents must take their meals in the **designated mess** during the prescribed meal timings. Mess staff are not required to serve meals outside the scheduled timings.
2. In case of **illness or medical necessity**, the In-Charge / Warden may permit meals to be taken in the student's room.
3. If food is brought or served to a **guest in a student's room**, the applicable **guest charges** will be collected.

### IMPORTANT

All residents are expected to cooperate with hostel authorities and comply with these rules at all times. The College / Hostel Administration reserves the right to take appropriate disciplinary action for violations and to issue additional instructions when required for safety, security, discipline, or administration.

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