

JECADO HOSTEL

Registration Form for 2020/2021 Academic Year.

Name of Student:

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Phone Number:

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E-Mail:

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Permanent Resident Address:

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Program of Study:

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Current Year of Program:

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Guardian Name:

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Guardian Phone Number:

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Declaration:

I, agree to the terms, rules and regulations of the hostel (Please read the rules and regulations on the next page .

Student Signature: Date:

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Hostel Manager Signature: Date:

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Please attach one pass size photograph to this form and submit to the hostel manager. You can contact the manager on 0206870839

JECADO HOSTEL

Hostel Rules and Regulation

Hostel accommodation is provided with the understanding that the student will strictly abide by the Hostel Rules currently in force or as may be enforced from time to time. Accommodation in the Hostel cannot be claimed as a matter of right. The hostel management may refuse accommodation to any student who is known to have grossly violated the Hostel Rules or whose presence is likely to disturb the peace and tranquility of the hostel. Violation of hostel rules will make the student liable to disciplinary action including **permanent expulsion** from the hostels. Students must behave well at the hostel in such a manner as to bring credit to him/her. Every student must be acquainted with all the rules and regulations of the Hostel. He / She must observe them strictly. Ignorance of rules will not be considered as an excuse.

- 1. Every student should stay in the room allotted to him/her. Mutual exchange of rooms after final allotment is not allowed. However, only the porter may allow as a special case on valid and reasonable ground. Violation of this rule will be considered an act of gross misconduct and entail appropriate disciplinary action including expulsion from Hostel and imposition of heavy fine.**
2. Boarders must look up the Hostel Notice Board regularly. The manager of the hostel can inspect the room of any student in the hostel at any time. Hostel inmates are supposed to keep I-cards with them and must present the same to any hostel authority whenever asked for. Students must always carry their Identity Cards with them.
3. No student should keep any fire-arms, lethal weapons, poisonous things or intoxicants of any kind in the Hostel. Students must not take law into their own hands, but must

report all disputes to the hostel manager. All kinds of shouting, fighting, gambling, stealing, violent knocking, maltreating or abusing are strictly prohibited. In such cases offenders will be handed over to appropriate authorities.

4. Students shall have to vacate accommodation as and when asked for. All the students shall vacate the hostel rooms before they leave for the vacation so that annual repairs and white washing are carried out. All the hostel articles issued to the students are returned to the caretaker before the students leave their rooms. They will be responsible for any loss.
5. No border is allowed to engage a private servant or pet animals.
6. Hostel inmates are supposed to take care of their health themselves. Students suffering from infectious disease have to leave for medical treatment to proper clinics/hospitals or isolated places.
7. Formation of association of students on the basis of regions, caste or creed is not permitted, during their stay in the hostels.
8. Room furniture and electric fittings are required to be maintained by the inmates in good condition. At the time of allotment of room and leaving the hostel for the vacation, every student must take-over and hand-over, respectively, the hostel property carefully. Students should invariably vacate the hostel during vacation.
9. Students should lock their room properly when they go out. Each roommate must keep a key to the door lock of his/her room in case of double / triple seated accommodations.
10. **Students are prohibited from giving shelter to any other student/outsider in the rooms.** In case of any unauthorized shelter, the student will be liable to disciplinary action.
11. Students, in their own interest, are advised not to keep excess cash or any valuables in their hostel rooms. They are cautioned to be very careful about the safety of their belongings. They **should close their rooms securely** when they leave the room even for short periods or when they are sleeping. Management shall not be responsible for the loss of such items due to theft or otherwise. However, in the case of theft, the matter should be immediately reported to the porter.
12. Students are prohibited from consuming narcotics drugs, cigarettes, tobacco products or any other intoxicants inside the hostel. Any student found consuming such things in the hostel will render him/her self liable for strict disciplinary action, including expulsion from Hostel.
13. Garbage and wastage only be put at garbage boxes available nearby hostel premises.
14. No function or celebration shall be organized at hostel premises except with the permission of the manager.

15. Playing music/record players etc. loud enough to cause disturbance to his/her neighbor(s) is prohibited. Repeated acts will render strict disciplinary action, including expulsion from Hostel.

THANK VERY MUCH AND ENJOY YOUR STAY.