



# GOVERNMENT POLYTECHNIC GHAZIABAD

**SESSION : 2025-26**

## **RULES & REGULATIONS**

### **Hostel Rules & Regulations**

To ensure a safe, respectful, and conducive living environment for all students, GPG Hostel has established the following rules and regulations. All students are expected to adhere to these guidelines.

#### **1. Curfew and Out Time**

- **Out Time:** Students must return to the hostel by **7:00 PM** daily. Late arrivals require prior permission from the warden and must be documented.
- Overnight stays outside the hostel are strictly prohibited without written approval from the hostel administration at least 48 hours in advance.

#### **2. Hostel Attendance**

- **Mandatory Attendance:** All Students must be present for the daily hostel attendance, conducted at **8:00 PM** in the common room. Failure to attend without prior approval will result in disciplinary action.
- Students must sign the attendance register or use the digital check-in system as instructed.

#### **3. Room and Personal Conduct**

- Maintain cleanliness in your room and common areas. Dispose of waste in designated bins and report any maintenance issues promptly.
- No personal cooking appliances (e.g., electric kettles, heaters) are allowed in rooms due to safety concerns.
- Respect the privacy and belongings of fellow Students. Unauthorized use of others' property is strictly prohibited.

#### **4. Quiet Hours**

- Quiet hours are enforced from **10:00 PM to 6:00 AM** to ensure a peaceful environment for studying and resting.
- Avoid loud music, shouting, or any disruptive activities during these hours.

## **5. Guest Policy**

- Guests are not permitted in hostel rooms without prior approval from the warden.
- Visitors may be allowed in designated common areas between **10:00 AM and 6:00 PM**, provided they register at the reception and follow hostel protocols.

## **6. Mess and Dining Rules**

- Adhere to the mess timings:
  - Breakfast: 7:00 AM - 9:00 AM
  - Lunch: 12:30 PM - 2:30 PM
  - Dinner: 7:30 PM - 9:30 PM
- Food must not be taken out of the dining hall unless permitted by the mess supervisor.
- Students must maintain hygiene and discipline in the dining area.

## **7. Safety and Security**

- Always lock your room when leaving, and do not share room keys or access codes with others.
- Report any suspicious activity or unauthorized individuals to the security staff immediately.
- Smoking, alcohol consumption, and possession of illegal substances are strictly prohibited on hostel premises.

## **8. Use of Facilities**

- Use hostel facilities (e.g., gym, library, common room) responsibly and follow their specific operating hours.
- Damage to hostel property will result in fines and disciplinary action.
- Wi-Fi and other amenities are for academic and personal use; avoid illegal downloads or misuse.

## **9. Disciplinary Actions**

- Violation of any rules may result in warnings, fines, or suspension from the hostel, depending on the severity of the offense.
- Repeated violations may lead to expulsion from the hostel, as decided by the hostel committee.

## **10. Additional Guidelines**

- Participate in hostel events and community activities to foster a sense of belonging.
- Inform the warden of any medical emergencies or special requirements promptly.

- Keep emergency contact details updated with the hostel office.

For a complete list of rules or to seek clarification, contact the hostel administration at [ingo@gpghostel.ac.in](mailto:ingo@gpghostel.ac.in) or visit the hostel office during working hours.

*Last Updated: September 14, 2025*