

HOSTEL FACILITIES OUR VIBRANT COMMUNITY

Separate boys & girls' hostels are available. The hostel rooms are fully equipped with adequate modern furniture & fixtures. The facilities for recreation indoor games, guest rooms, telephone, 24 X 7 water / electricity supply and medical facilities are available in the hostels. A central totally hygienic kitchen/mess for hostels has been established in each hostel. 500 Mbps centralized Wi-Fi facility and Gym facility are at the disposal of students in the hostels.

RULES AND REGULATIONS

A. GENERAL RULES

- A student shall confirm to high standards of discipline and shall conduct herself/himself within and outside the premises of the University, in a manner befitting the students and the University.
- He/she shall have a seriousness of purpose and shall in every way train himself/herself to lead a life of earnest endeavor and co-operation.
- He/she shall show due courtesy and consideration to the employees of the University and good neighborliness to his fellow students, respect to the wardens of the hostel and the teachers of the University and pay due attention and courtesy to the visitors & members of Society and other officials of the University.
- Ragging in any form is banned. Ragging is a criminal offence as per the Supreme Court ruling and FIR shall be registered against the student(s) found indulging in the crime.
- To safeguard its ideals, character and personal behavior, University reserves the right to expel the students from the institution for any reason deemed sufficient. The right to expel the students from the Institution for any reason deemed sufficient.
- The Head of Department (HoD) can impose minor punishment such as fine up to Rs. 500. HoD can place a student under suspension from class/hostel in case of gross indiscipline on the part of student major punishment such as expulsion/rustication from the University, debaring the candidate from appearing in the university examination shall be executed by HoD on the result of enquiry conducted by disciplinary committee.



- Students and their parents / representatives are forbidden from addressing the members of SBBSMCS authorities.
- Consumption of non-vegetarian food, alcohol, use of tobacco or any other intoxicant and smoking etc., are strictly prohibited in the University Campos
- The guilty students shall be liable for punishment and disciplinary action which may include suspension, expulsion from the University or hostel or imposition of fine or both.
- All kinds of shouting or any act of movement or behavior that is likely to cause disturbance of the teaching is strictly prohibited.
- Every student is to see that no damage is done to University property. Fitting and repair charges for the damage [intentional or negligence] are to be borne by the students.
- University reserves the right to make amendments in the rules & regulations from time to time.
- Eligible SC./ ST./ BC. / OBC. and PWD. students etc. should submit their scholarship forms for the academic year as and when notified by the respective Govt. depts.

B. HOSTEL ROOMS: HOSTEL ACCOMMODATION

- Separate boys & girls' hostels are available. The hostel rooms are fully equipped with adequate modern furniture & fixtures.
- The facilities for recreation, indoor games, guest rooms, telephone, 24 X 7 water /electricity supply and medical facilities are available in the hostels. A central totally hygienic kitchen/mess for hostels has been established in each hostel. 500 Mbps Wi-Fi facility is available in hostel.
- Gym facility is also available in hostel.

HOSTEL ROOM ALLOTMENT

- The student must be personally present at the time of allotment of rooms. Rooms to be allotted will be specified immediately before an allotment is made.
- The student can choose their roommates initially and make request for allotment accordingly.
- The boarder shall not be entitled to retain accommodation in the Hostel beyond his/her normal period of study.
- No boarder is allowed to change his/her room without the permission of the Warden.
- The boarder shall have to vacate accommodation as and when asked for.

A boarder is not authorized to allow any guest to stay in the room without permission of competent authority. Violation of the above may cause a fine of Rs. 5000/- and repeating the same may lead to severe fine and even expulsion from the hostel.

Registrar
Sri Baba Bhag Singh University
Vill-Khian, Jalandhar 144030

A hostel boarder will be required to vacate the room within a week after his/her examination is over. No extension will be given to any hostel resident except for project work/Research work and attending classes at University Campus which should be the part of syllabus. On overstay he/she shall have to pay a fine of Rs. 100/- per day for over stay. If he/she fails to vacate the hostel within the specified period, then he/she would be declared to be having unauthorized possession which will lead to his/her expulsion from the hostel. His/her lock shall be broken in the presence of the Chief Warden/Registrar and the room thus opened, shall be considered as vacated from that very day.

- Hostel boarders are advised to keep the identity cards always with them and should produce the same whenever asked by the concerned authorities.
- Students can meet the Chief Warden/Registrar in the office during the specified time for official work.
- Boarders are cautioned not to keep cash, ornaments and other valuable/costly articles in their rooms. They themselves will be responsible for the safety of Mobile Phones, Laptops, and other valuable/costly articles. University authorities will not be responsible in any kind of irregularity.
- No Boarder is allowed to keep car without the permission of higher authorities. Hostel Residents shall park their cycles, scooters, motorbikes etc. in the general parking space and nowhere else. Defaulter shall be fined Rs. 500/- per incident. They will get their vehicles insured against such loss or theft. They will also get official stickers issued from the University's Security office.
- Indiscipline, misbehavior (including with hostel staff and security guards) and gambling in the premises of the Hostel or the hostel room are strictly prohibited. Violations of the above may lead to disciplinary action, imposition of fine (minimum Rs 5000/-) and even eviction from hostel.
- Keeping arms ammunition in the hostel premises or the hostel room are strictly prohibited. Violations of the above will lead to strict disciplinary action, imposition of fine and even eviction from hostel.
- A boarder may be asked to open his/her room, Amirah etc. for inspection by the authorities whenever required.
- At night the hostel residents will sleep in their own rooms. A hosteller cannot sleep in another room without prior permission of the warden.



✓12
Registrar
Sant Baba Bhag Singh University
Vill-Khiala, Jalandhar-144030

- No large gatherings or meetings are allowed in the hostel premises without the permission of Warden and Registrar.

- Hostel boarder will make proper use of TV, newspapers, magazines, and indoor games provided in the common rooms. Hostel warden will fix the timings of the common rooms and a common room committee will be appointed to look after their functioning. Eatables, snacks, tea etc., are strictly prohibited in the common room.

- Hostel boarder will wear proper dress while going to the common room, dining hall, guest room, and office or while roaming about on the campus. If a Student ignores the warning of the Attendants/ Assistant Warden he/she will be subjected to disciplinary action that may include eviction from the Hostel.

A hostel boarder should mark her leave in leave register and will fill leave performa for going home and give it to gate guard which will be on duty. Leave Performa will be available on the University website. The name of the hostel resident who is continuously absent for more than one week, shall be struck off the rolls and the possession of his/her room will be taken by the Warden.

- Hostel boarder will ensure that their guests behave properly with the security guards. If they fail to do so, then they can be asked to vacate the hostel room.

- In case of non-payment of the hostel dues, the warden can get the room vacated after informing the Head of Department and Registrar.

- In boy's hostel only males would be allowed to enter the hostel room. Similarly, in girls' hostel only females would be allowed to enter the hostel room.

- In the boys' hostel, non-residents are not allowed to enter the hostel from 6.00 P.M. to 8.00 A.M.

- If the Parents/Guardians of the hostel resident don't respond to the call of authorities in an emergent situation, the entire responsibility would fall upon the Parents/Guardians.

- If any student is found stealing in the hostel, strict disciplinary action will be taken against him/her. He /She can be expelled immediately from the Hostel.

- If any student is suffering from serious chronic disease, he/she must fill the same in the hostel admission form. He/she will be allotted accommodation in the hostel only on recommendation of the senior medical officer.



FURNITURE AND EQUIPMENT(HOSTEL)

Every boarder is provided with a chair, a table, a cot, a Book Rack, a Cupboard and bedding. He/she will be responsible for these items and other electrical fittings, etc. Furniture and electrical fittings are not to be removed from one room to another. Every boarder is to see that no damage is done to the hostel property.

Fitting & repair charges for any damage (intentional or negligence) are to be borne by the boarder concerned.

Use of all electric appliances, except laptop, mobile charger and an extra table lamp is prohibited.

HOSTEL ROOM RENT

The following is the room rent of hostel:

Normal rooms:

03 seater room= Rs. 7000 per semester per candidate.

02 seater room= Rs. 10500 per semester per candidate

Air Conditioned rooms:

02 seater room= Rs. 30000 per annum per candidate.

Hostel fee will be payable in lump sum and will not be accepted in installments. Room rent may change annually.

Note: Food charges will be extra and may vary from time to time.

NIGHT ROLL CALL

During winter no student is allowed to go out of the complex after 6.00 pm. All students must return to the complex by 7.00 pm.

During summer no student is allowed to go out of the complex after 7.00 pm. All students must return to the complex by 8.00 pm.

Night roll call will be taken between 5.00 pm to 7.00 pm.

GIRLS HOSTEL

No girl student staying in hostel will remain outside the hostel after 8.00 pm both in summer and in winter.

- Night roll call will be taken between 5.00 pm to 7.00 pm.
- All girls must report to the warden during this time for marking the attendance.

GUESTS

Guests are not, ordinarily, permitted to stay in the hostel except in the case of father brother mother/sister (in case of girl students) provided he/she comes from a far off place at odd hours. The students must get permission for keeping his/her guest in the hostel from the Chief Warden. The guests so allowed will be kept in the hostel guestroom. Their names be entered in the guest register kept in the hostel.

- Female guests are not permitted to stay in Boys Hostel. Likewise male guests are not allowed to stay in girl's hostel. A boarder keeping a guest without permission is liable for punishment.

ELECTRICITY

- Light, fans & coolers must be switched off when not in use. The use of electric heater, electric rod, electric tea kettle, etc, and other similar appliances is prohibited.
- Boarders are warned against tampering with electrical installation.
- For all electrical repairs the electrician should be called in.

BEHAVIOUR AND DISCIPLINE

- Hostellers are expected to display acceptable form of behaviour, maintain discipline and decorum in the hostel complex.
- Beverages, prohibited drugs, chewable tobacco and smoking in the hostel complex is not allowed. Parties/Gathering in hostel complex are not permitted without the prior and written consent of the chief warden.
- Hostels should be a place where students can have the best possible conditions for studying and adequate rest. As such due consideration must be accorded to other hostellers at all times. Noise level must be kept low to allow other's opportunity to study and sleep in comfort. Television, Radio etc. provided in the common room must be switched off after 10.00 pm. These rules are intended to ensure a conducive environment for all hostellers. Personal music systems, woofers, etc. are not allowed. Students may listen to music by using earphones.
- Vandalism is very serious offence. Hostellers found guilty of committing such an offence can be evicted from the hostel and penalized.
- In case of any unacceptable behaviour by the room- mate, the other room-mate must report it to institution / hostel authorities.
- All kinds of shouting or any other act of movement or behaviour that is likely to cause disturbance or annoyance is strictly prohibited.
- Maltreating or showing disrespect to the hostel employees and canteen staff is strictly prohibited. In case of any complaint against them, the report should be made to the Hostel Warden.

- Dealing in general and specially with fellow students should be very courteous and polite. All disputes with fellow boarders should be avoided. Students must not take law into their own hands, but must report all disputes to the Hostel Warden.
- Teasing, maltreating or indulging in any sort of Ragging of the newly admitted students is strictly prohibited. Serious disciplinary action will be taken against the defaulting students in accordance with the directions of the Hon'ble Supreme court of India.
- A boarder found guilty of having committed a breach of rules shall be liable to the punishment by the Warden as under.
- The Hostel Warden may issue a warning and/or impose fine on a defaulting student and may recommend expulsion from the Hostel/University.
- Rules listed on the wall at the entrance of the hostel must be read and strictly adhered to common room etc. clean and tidy at all times.

KEEP OF THE HOSTEL

- Hostellers are responsible for keeping their rooms clean and help in keeping their rooms clean and help in keeping common areas in the hostel such as visitors' area, bathrooms, stair case and common room etc. clean and tidy at all times.
- All fans, lights and electrical appliances must be switched off when not in use.
- Cooking, making tea, etc. is not allowed in the hostel rooms.
- Common hostel furniture must not be moved without the permission of the chief warden.
- Any damage to the hostel property must be reported immediately to the Warden/Chief Warden. Defaulting Hosteller will be charged for all damages except damages caused by normal wear and tear.
- Pasting of posters, writing, wall chalking, slogans of any kind or defacing the hostel in any form is not allowed.
- The hostel management reserves the right to make spot checks during day & night on the hostel and rooms without having to give prior notice to the students.
- Electrician, contractors or any other service person may enter the room as and when necessary in the course of their duty under the directive of the warden/chief warden. However, every effort will be made to respect the privacy and dignity of the hostler.
- The hostel management reserves the right to move hostellers to other hostel room/units if there is a necessary.

EMERGENCY

In case of any emergency please contact the warden/Chief Warden or call hostel authorities.

MEDICAL

- Hostellers should immediately inform the warden/chief warden in case of any medical problem to get immediate first aid or general medicine from Medical Room.
- Ambulance, if necessary, will also be available to send the student to Guru Nanak Sadh Sangat Hospital, Kalra, on the advice of in-charge, Medical Room.

VISITORS


- Visitors including parents are allowed only into the visitors' area of the hostel during the visitors' hours as follows:
Weekend (Saturday) - 3.00pm to 6.00pm
Weekend (Sunday) and holidays
9.30am to 4.00 pm
- All visitors must register at the guard house/warden office and provide all details and documents as requested by Security before entering the hostel complex. All visitors must leave the hostel complex by the laid down timings.
- Hostellers are not permitted to allow their visitors into rooms at any time for whatever reason. Any hosteller found violating this rule will be evicted from the hostel and penalized.
- Non hostel students are prohibited in the hostel without the permission of warden. The students who violate this will be answerable to the warden.

SECURITY

- The hostel management is not responsible for any loss of private property. Hostellers are strongly advised to lock all their valuable e.g. Mobile Phones, laptops, watches, money, etc. at all times.
- Hostellers are not permitted to change rooms or sleep anywhere other than in their own room.
- Any hostler who finds his/her room-mate missing after the roll call, or for more than 12 hours in day time, must report to the Warden/Chief Warden immediately. This enables the hostel authorities to take immediate action. Cooperation of the students will be very much appreciated.
- Possession, distribution and use of Fire Arms, Lethal Weapons including Air Gun, Contraband, Electric Appliances such as TV, CD Player, heater, iron, electric kettle, oven etc. in the rooms are prohibited.
- Pets are not allowed in the hostel complex.

REVISION OF RULES AND REGULATIONS




Registrar
Sant Baba Bhag Singh University
Vill-Khiala, Jalandhar-144030

The hostel management reserves the right to revise the rules and regulation from time to time and will keep the hostellers informed of any changes in the form of notices on the hostel notice boards. Ignorance of rules will not be accepted as an excuse.

COMPLAINTS AND SUGGESTIONS

Any complaints, suggestions or enquiries are always welcome.


ADDITIONAL HOSTEL RULES FOR GIRLS HOSTEL

- At the time of admission to the Hostel, Parents /Guardian should accompany their daughter. They will submit a list and photograph of relatives who are to be allowed to meet their child/ward.
- It is expected from the parents and the authorized guests to make their entry in the Visitors Register and also mention their relation with the Hostel resident.
- Hostel Residents can meet the guests only during the time assigned for this purpose in the guest Room.
- In all circumstances, Hostel Residents will intimate their absence for the night with the written permission of the Warden and they have to sign in the leave register during office hours.
- Hostel Residents will mark their presence personally at the place notified for attendance time.
- The gates of the Hostels will be immediately closed after the fixed timing. Late entry without prior permission shall be taken as a serious offence. Hostel Residents entering the Hostel late shall register their entry in the register kept for the said purpose.
- The hostels timings for the girls in the Sant Baba Bhag Singh University throughout the year (summers and winters) shall be up to 09.00 pm. However, the entry in the University Campus will be up to 09.00 pm only. These timings can be changed anytime by the authorities.
- Hostel Residents who enter the Hostel after the time of entry can be fined as per norms. However, the entry in the university campus will be up to 09.00 p.m. only.
- Old University Students/guests will not be allowed to stay in the Hostel. Grand Mother/Mother of Hostel Resident can stay in the Hostel for two days per semester without any charge. However, she will have to pay Rs. 100/- per day for over stay. Real sister can also be allowed to stay in the Hostel after identification. She can stay by making a payment of Rs. 100/- per day.

There is no guarantee that every applicant will get Hostel accommodation in the University. Hostel accommodation shall be provided on the basis of availability of Rooms and according to University rules.

- Each student shall present herself in the warden room to get herself marked present from 5.00 pm to 7.00 pm daily from Monday to Sunday except for the weekends commencing Friday evening to Monday morning, in case they are going home.
- For leaving from hostel, a slip shall be signed by the Warden putting the date and time of departure. This slip shall be signed by one of the parents after noting down the time and date which the student reached her home.
- The same slip shall be signed by the parents noting the time and date of leaving from home for the University. The slip will be deposited with the Chief Warden/Warden.
- No student shall take a lift from any known or unknown person for going home and returning to the University/hostel. Only public transport or transport provided by SBBSMCS is to be used.
- For emergencies, the parents are requested to take their wards home personally or through a close relative duly authorized in writing and whose photographs are in the hostel record.
- A family photo of a girl student with father, mother, brother, sister, local guardian, etc. duly signed by each member, shall be kept in the records.
- Parent shall sign an affidavit regarding permission in case of they are willing to permit their student daughter to travel under her own arrangements independently from/to hostel. Before the start of session candidate is allowed to shift from one general course/department to another general course/department.




Registrar
Sant Baba Bhag Singh University
Vill-Khiata, Jalandhar-144030