



Government of Maharashtra

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(Automobile & Mechanical Engineering Programmes Accredited by NBA, New Delhi)

No: GCOEARA/Boys Hostel_RR/2023 **3258**

Date:

Hostels Rules And Regulations **24 JUL 2023**

The following are the rules and regulations to be followed by every student admitted in the Regular Hostel and Staff Quarter converted into hostel. The rules and regulations are framed to ensure that, the hostel property is protected. Students staying in the hostel should feel comfortable in a conducive environment for healthy living, so that the discipline is maintained amongst the inmates. All must have to maintain neat, clean and green hostel campus. Every student is required to follow the rules and regulations as well as cooperation and coordination is expected.

ADMISSION RULES

1. The students who required hostel can only apply for hostel.
2. Students should clearly specify for hostel choice while taking admission in respective classes in the Institute.
3. Regular hostel is allowed for all eligible FE, SE, DSE, TE and BE admitted students. Staff quarters converted into hostel is only allowed for all eligible FE admitted students.
4. After the allotment of hostel, students should fill the prescribed hostel application form available on college website along with relevant documents.
5. Admission to hostel is strictly based on merit and reservation basis as per Government Norms and Institute Rules.
6. Branch-wise, Class-wise and category-wise distribution of available seats in the Regular hostel and Staff quarter converted into hostel is displayed on College website.
7. Once seat is allotted, it is mandatory to pay the fees on SBI Collect and submit hostel form towards hostel Clerk in Office along with required documents and fees receipt within prescribed time. Otherwise waiting list will be operated for allotment.
8. Once admitted in hostel, student should occupy the allotted room within 10 days of admission, failing which his admission will be cancelled and seat will be allotted to waitlisted candidate.
9. Preferably the room allotment will be as under-

Matoshree A-building:- All FE and SE Students.

Matoshree B-building:- All TE and BE Students.

Staff Quarter Converted into hostel: - All FE students



10. First floor of **Matoshree** A–building is reserved for physically disabled and others.
11. Hostel admission is applicable only for one academic year as per the academic calendar of the institute. Students are required to vacate the room after completion of academic year.
12. No refund will be entertained, in case of cancellation of hostel admission. Students upgraded from staff quarter to regular hostel can claim for refund of upgradation.
13. Provision of hostel accommodation at the time of admission does not automatically ensure its continuation in the subsequent years. The student has to apply every year for admission. Admission can be denied to students for low academic performance and those indulging in acts of indiscipline.
14. A student shall have to vacate the hostel within five days of completion of his examination or any such academic requirement, whichever is later. Any extra day will be charged as per norms. On completion of the final year course or when a student vacates hostel at the end of an academic year, he should take all his belongings with him.

HOSTEL RULES

1. Room allotment shall be done by the Institute authorities. Students shall not interchange their room with another into vacant room/ bed without prior written permission from the Rector. The Rector have the right to shift any student from his room to another room in the hostel.
2. The Student is required to disclose all past medical history. Any nondisclosure of past medical history is at the risk of the student.
3. No right in nature of tenancy or any other like right is created by occupation or use of hostel premises and property. A student is merely permitted to temporarily stay in the hostel, under the rules and regulations framed by the Institute, from time to time.
4. The Students are personally responsible for safety of their all valuables.
5. The student shall not bring any extra furniture or other fixture in the room.
6. All furniture and fixture in the rooms allotted to the students must be cared properly. If found any kind of damages at any time will be fined by authority of the Institute accordingly.
7. Students are prohibited from interchanging any furniture/fixture from one point/location in the hostel to another. Students involved in such activities may be imposed penalty by Rector or expelled from the hostel.
8. Theft/damage to hostel assets in common areas/corridors will be recovered from all students of the flank/wing involved. In case of theft/damage to items that pertain to usage by the complete hostel, the recoveries will be made from all the occupants of the hostel.
9. Electric appliances like stoves, induction, water heater, iron, other electric cooking devices, etc. shall not be permitted in the room, defiance of which shall enable the Rector to confiscate the gadget forthwith. **If someone found using these things, action will be taken against concerned and fine up to 1000/- will be charged.**
10. The lights in the washroom should be used only as and when necessary and shall be switched off, when the washroom is not in use.



27. The student shall not bring, store, possess, consume and/or drink any alcohol/ intoxicating drink, drug or substance of any kind what so ever and/or smoke in the room and/or any part of premises. An occurrence of such behavior shall invite strict disciplinary action leading to expulsion from Hostel, rustication from the Institute and action as per law.
28. No gambling of any kind whatsoever shall be allowed on the premises of the hostel. Any violation of this Rule, will invite action as per law, in addition to expulsion from the institute.
29. Any act of uploading derogatory remarks or image ridiculing a person in eyes of other against the Institute or any other person or organization will invite disciplinary action. Student should strictly avoid from indulging in any act of violating the code of internet use.
30. The student shall not indulge in any political or communal activity which is detrimental to the law and order and/or against the Government. Students shall not carry on any propaganda or publicity of any nature whatsoever in respect of any political or communal matters.
31. The student shall take prior written permission of the Rector/Principal before giving any information or interview regarding hostel to any member of the Press, Print Media, Radio, Television or any other media or before making any speech containing any information regarding the hostel.
32. Any type of storage or possession of firearms, ammunition, explosive and inflammable goods on the premises of the hostel is strictly prohibited, Violation of the rule will lead to expulsion from hostel and institute.
33. The student shall not bring and/or keep any pets in the premises including fish, cats, dogs, and so on. Student should desist from pampering stray dogs by offering food, petting them etc.
34. In addition to penalties, punishment and fine provided in these Rules, Disciplinary action as per institute shall be taken against student violating these Hostel Rules and Regulations.
35. Students are informed to go through proper channel for complaining about any problem or misconduct in the hostel premises. They should contact Hostel clerk /Assistant to Rector/ Rector/ Principal as per requirement and nature of problem. Mass representation of problems or any issue in large gathering / mob and shouting slogans will be considered as violation of rules and strict disciplinary action shall be taken against students. Further violations may cause involvement of Police force for restoring the peace and normalcy.
36. In any situation, boys' students are not allowed to enter near girls' hostel and faculty residential area of the campus. Presence of individual or group of students near girls' hostel and faculty residential area will be considered as violation of rules.
37. Students are not allowed to keep car/ motor bike /scooter or any vehicle. Cycle is allowed in the hostel. Cycle should be parked at parking place at their own risk.
38. If someone falls sick, one should inform immediately to the hostel authority.
39. Newspaper or magazine should be read in common room only. No outdoor game should be played within hostel premises. Gym facility should be utilized with full of ventilation and healthy atmosphere.
40. Suggestions and complaints should be either deposited in the Suggestion Box or entered in the Suggestion Register kept in the hostel premises.



MESS RULES

1. Mess is compulsory for the all hostellers, outside tiffin is strictly prohibited
2. No food will be served in the rooms of the hostel. Students are not permitted to cook any food on their own accord in the mess or in their rooms.
3. No student can claim mess reduction unless he had intimated his absence to the concerned mess manager in advance and got prior written approval. Members are expected to inform their absence to avoid wastage of food.
4. A Mess Committee comprising of Rector, Faculty and students of concerned hostel will be constituted. The mess committee will decide the menu, check food quality from time to time, maintain a record of such inspections and give feedback for improvement of food quality and other aspects of mess and dining.
5. Only members of the mess are permitted to dine in the mess. Outside food / tiffin's/Junk foods are strictly forbidden in the Mess.
6. Guests are allowed in mess only with prior permission and on payment of charges applicable.
7. The student is permitted to go home/outstation for participating in various competitions only after submitting leave application through head of department /concerned faculty to the mess manager for mess records.
8. Tendering process will be adopted as per government rules for giving mess contract in the Institute.
9. Monthly mess charges will be paid by students to the mess manager as specified in tender by time to time.
10. Hostel/Institute authorities shall not interfere regarding the mess refund and related financial matters.
11. In order to avoid wastage of food, students should take sufficient quantity as per their need.
12. To avoid the crowed in the mess as well as shortage of making Chapattis/Roti's , every student should cooperate by taking only two chapattis at a time step by step so that mess' functioning will be run smoothly.

Rector

1) Prof. N. M. Karanjange - 
2) Prof. N. V. Sali - 


24-7-23

Principal

Government College of Engineering & Research
Avasari (Khurd), Dist. Pune

