



**NIFT Chennai - Hostel  
Rules & Regulations  
(2023 – 2024)**



**Girls Hostel**



**Boys Hostel**

# NIFT Chennai – Hostel Rules & Regulations (2023 – 2024)

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# NIFT Chennai – Hostel Rules & Regulations

## (2023-2024)

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### A. Hostel Admission Procedure

- A. 1). It is to be understood that the hostel accommodation is **allotted solely at the discretion of the NIFT management**; upon the condition that the student agrees to abide by all the rules and regulations of the hostel and thereby uphold the decorum of the institute.
- A. 2). Room allotment will be done on a first-cum-first serve basis, subject to the availability of vacancies.
- A. 3). Outstation students of UG semesters I to VI and PG semesters I & II are given preference. If any rooms are left vacant after allotment to the above-said students, then the hostel accommodation will be provided to the Sem -VII outstation students and local students, in that order of preference.
- A. 4). The room allotted at the time of admission is for one academic year **ONLY**. Students have to re-register for the allotment of hostel rooms in consecutive academic years and **based on the conduct/ discipline during their stay in the previous year(s), they will be considered for room admission**.
- A. 5). Resident students are required to register one mobile no. (either father/ mother/ guardian) and an e-mail address during the hostel admission process, from which communications are to be made to the warden requesting permission towards leave/ permission etc. Sending communication through any other mobile number/ email id - will NOT be considered for approval.
- A. 6). Students with chronic health issues requiring constant care/attention from their parents/guardians should refrain from seeking admission to the hostel. If any resident is found to be diagnosed with a chronic medical problem, he/she will have to vacate the hostel immediately.
- A. 7). During the admission process, the students and their parents are required to submit the Undertaking and Declaration form given in Annexure-1 and 2 respectively.

## **B. Hostel Fees**

- B. 1). Hostel fees are collected every year for a period of 10 months (August to May) and should be paid during hostel admission at the beginning of the academic year.
- B. 2). Those students who have paid the tuition fee and the hostel fee including mess charges within the stipulated time period during every academic year will be allotted rooms. Defaulters will not be considered for hostel admission.
- B. 3). The hostel Fee, once paid, will not be refunded, if the resident student wishes to withdraw from the hostel or is expelled from the hostel on disciplinary grounds during the academic year.
- B. 4). Hostel security deposit (SD) paid at the time of admission is refundable on vacating the hostel room on completion/ discontinuance of the course and if the student is not booked for any act of misconduct.
- B. 5). To claim the SD, the student is expected to submit the "No-due certificate" in the prescribed format to the hostel warden along with a hard/soft copy of the security deposit challan/ receipt within six months from the date of vacating the hostel. Any application received after six months will not be considered and the SD will be forfeited.

## **C. Local Guardian For NIFT Resident Students**

- C. 1). NIFT resident students are expected to submit the details of the Local guardian at the time of admission. Local Guardian is the contact person in Chennai as declared/approved by the parent.
- C. 2). The details of the local guardian, namely, name, Aadhaar card no., address, mobile number, email id, business card (if any) attested by the student's parent is to be submitted during hostel admission and updated as and when there is a change.
- C. 3). The resident students are permitted for night out/ stay with the registered local guardian ONLY. This will be permitted by the hostel authorities only after the receipt of authorization letter/ email from the parents 3 days in advance to the respective hostel official email ID.
  - **NIFT Girl's Hostel** :[girlshostel.chennai@nift.ac.in](mailto:girlshostel.chennai@nift.ac.in)
  - **NIFT Boy's Hostel**:[boyshostel.chennai@nift.ac.in](mailto:boyshostel.chennai@nift.ac.in)

The letter also should indicate the timings (check- out and check-in), which will be counter-filled in the “LG register” by the respective hostel warden.

- C. 4). On return, the resident students are mandated to submit the letter for “proof of stay’ that is duly endorsed by their Local Guardian mentioning
- a) Date/s of stay and b) Number of days.

## **D. Facilities for Hostel residents**

### **D. 1) Rooms**

- i) Students can choose between AC and Non-AC room offered at different tariffs.
- ii) Each resident student will be provided with a single cot, writing table, chair and almirah. Additional items like mattress, blankets, bedding, linen etc. should be brought by the student for their stay.

### **D. 2) Food**

#### **i) Girl residents:**

**Monday – Friday (Weekdays):** Breakfast, Tea & Dinner will be provided at the Girls Hostel mess. Lunch will be provided in the allotted space at the NIFT Chennai campus.

**Weekend and holidays:** Breakfast, Lunch, Tea & Dinner will be provided at the Girls Hostel mess.

#### **ii) Boy residents:**

**On all days:** Breakfast, Lunch Tea & Dinner will be provided at the Boys Hostel mess at the NIFT Chennai campus.

- iii) All resident students (Boys and Girls) are expected to avail food within the stipulated time and in the designated area only. Plates will be provided in the mess. The resident students should bring their own coffee mugs and spoons.

- iv) **Food from the mess / ordered from outside is not permitted to be carried to the rooms and should be consumed in the designated dining area ONLY. If unwell, permission should be sought from the hostel warden. Violations will be dealt with as per NIFT Hostel rules.**

### **D. 3) Water:**

Water dispensers are available on each floor.

**D. 4) Laundry facility:**

Laundry facilities by outsourced service provider are available on a payment basis.

**D. 5) Health Care:**

- i) In case of any illness, it is the responsibility of the student to report it immediately to the warden/in-house nurse.
- ii) First-Aid kit and general medicines are available with the warden. An in-house nurse will attend to any first aid.
- iii) In case of any medical emergency, ambulance will be arranged and the parents/guardians/LG will be informed who then should attend to their ward immediately for further medical care.
- iv) The institute shall not be held responsible for the medical treatment of the resident students.

**D. 6). Wi-Fi facility:**

Internet Wi-Fi connections to be utilized ONLY for academic purposes are provided in the hostel.

**D. 7). Security and Housekeeping services:**

- i) Hostel premises are maintained by specialized housekeeping services and are monitored by the Security Personnel.
- ii) All common areas of the hostel are under CCTV surveillance.

**D. 8). Student Multi-activity Centre (SMAC)**

A state-of-the-art Gym and, facilities for indoor & outdoor games - Basketball, Cricket, Table Tennis, Badminton, Kho-Kho, Futsal, Volleyball / Throwball - are available in the SMAC.

**D. 9). No Hostel Facilities during Summer Break:**

- i) Hostel facilities will not be available during the summer break. The resident students must necessarily vacate their rooms. Storage of luggage or any items during summer break is not permitted.
- ii) In case of students undertaking the stand-alone course, "Craft Research & Documentation" during the summer break (June-July), accommodation will be provided on a case- to- case basis by the competent authority. Such requests should be submitted to the respective hostel in charge through mail clearly mentioning the required days of stay, viz., a) Date/s of stay and b) Number of days with a specific time period authorized by their respective Department coordinators and their parents at least 15 week-days in advance.

- iii) If approval is granted to stay in the hostel, the resident students are expected to pay the Hostel fees as applicable. The payment towards the stay during summer break will have to be paid at least 10 days in advance from the first day of stay. No mess facility will be available during the summer break.
- iv) The Hostel Rules and Regulations will be applicable during the period of additional stay.

## **E. Rules of Conduct – NIFT Hostel**

- E. 1) The resident students are expected to go through the conduct rules. In cases of violation, disciplinary action will be initiated with the issue of a warning memo and/or applicable penalty as per rules.
- E. 2) The resident students should stay only in the room allotted to them. They should not shift or exchange rooms.
- E. 3) **Single occupancy in a room is strictly NOT ALLOWED.** Should any student vacate the room, his/her vacancy will be filled immediately. In case of no substitution, the other student residing in the room will be shifted (at any point of time during the academic year).
- E. 4) The resident students are advised to **look at the notice board/ website** every day to update themselves. All the instructions/ notices displayed on notice boards/ website will be deemed to have been known by all residents and excuses for non-compliance of such instructions and notices will not be accepted. Students are strictly forbidden to write on the posters displayed on the notice board. On each instance of violation, a penalty of Rs.5000/- will be levied along with the issue of a warning memo.
- E. 5) Couriers/letters/packages of resident students will be collected by the Security guard at the Hostel gate. While picking it up, the student must open it in front of the security guards to reveal the content.

### **Hostel Entry & Exit Procedures:**

- E. 6) The resident students are required to **show their ID card** at the main gate both, while going out and returning back.
- E. 7) The resident students will not be permitted to enter or exit the hostel without an appropriate **entry in the register maintained/ biometric facility at the entrance of the hostel.**
- E. 8) Bags and belongings will be frisked by security guards (female & male) on entry and exit of the hostel premises.



- E. 9) Parents/local guardian can meet their ward only in the Hostel visitor's lounge for a duration not exceeding 30 minutes. Visitors- parents/ local guardian shall email their schedule of the visit at least 2 days in advance. No visitor shall be allowed to enter the hostel beyond the visitor's lounge.
- E. 10) The resident students are not allowed to visit the hostel rooms during the working hours of the Institute without prior permission from respective Course Coordinator. Necessary entry should be made in the register available in the O/o Hostel Affairs before proceeding to the rooms in case of any exigency. Violation will lead to disciplinary proceedings.
- E. 11) Non-residents are not permitted to enter the hostel room(s). Any violation by the resident student to invite non-residents to the hostel rooms will attract a penalty of Rs. 5,000/- and serving of a warning memo. The trespasser will be imposed a penalty of Rs. 10,000 and face disciplinary proceedings.
- E. 12) The resident students (Girls/Boys) venturing out for sourcing material or for any academic work shall return to the hostel before 8.00 pm. Late reporting to the hostel will be intimated to their parents. **Beyond three late entries per semester or one late entry at 10:00 pm and above** will lead to the students' expulsion from the hostel.
- E. 13) The resident students working late hours (beyond 8.00 pm) either within or outside the NIFT campus for academic purpose should obtain a letter from the Department Coordinator and seek permission from the respective hostel In-charge too.

**Maintenance of Hostel Campus Discipline and Facilities:**

- E. 14) The resident students are expected to be present in their respective rooms in the hostel for the 9.00 pm "Roll call" taken by the hostel warden. Resident students not found in their respective hostel room at the time of roll call will be issued a warning memo for the first violation and their parents will be informed of the same. Over 3 violations will lead to expulsion from the hostel.
- E. 15) The residents should maintain a congenial environment inside the room and in the hostel premises. The residents should not involve in any physical/mental harassment with their roommates/inmates in the hostel. Any violation will lead to disciplinary action leading to expulsion from the hostel.
- E. 16) Resident students must report any act of indiscipline or problems concerning their roommate(s)/ neighbour(s) / service providers to the Warden/ Hostel in-charge only. No other channel of communication will warrant action.

- E. 17) Resident students are not permitted to hold meetings/ gatherings without prior permission.
- E. 18) The resident students should maintain cleanliness inside the room and the hostel premises. Throwing/disposing trash in the common areas will invite disciplinary action where a warning memo will be served along with a penalty of Rs.1,000/.
- E. 19) Group assignments/ academic discussion etc., need to be carried out only in the common areas.
- E. 20) With common areas of the hostel under CCTV surveillance, the resident students are to be decently dressed when they are outside their rooms.
- E. 21) The resident students are responsible for their valuables/belongings. NIFT management will not be responsible for any theft or loss of their valuables.
- E. 22) The resident students are advised to keep their laptops, phones, bags, etc., securely locked in their cupboard with good quality locks and keep the keys safely. Any damage caused to the padlock of the cupboard door by the resident student will invite a penalty of Rs. 1,000/-.
- E. 23) On leaving the room, the resident student must ensure to turn off all switches - A/C, lights, fans, etc. Failure to do so will attract a fine of Rs.500/-.
- E. 24) The residents are not permitted to use electric items like air cooler, induction stove/hot plate, kettle, iron box etc., inside the room. On each instance of violation, a penalty of Rs.5000/- will be levied along with a warning memo for possessing such items and the appliance(s) will be confiscated.
- E. 25) The resident students shall not tamper with any infrastructure including electrical installation/ equipment/ furniture/ fixtures in the hostel. If any damage is caused to any of the above inside the room, the students shall be liable to pay the amount for repairing the damage/ replacement in addition to an appropriate fine imposed by the NIFT management. Should damage be caused to any infrastructure in any of the hostel floors, the repair /replacement cost on actuals will be equally apportioned amongst the resident student of that particular floor.
- E. 26) The hostel campus is equipped with a Generator. Emergency lights are also provided in the common area. Should there be a delay in restoring power; students are advised to use a torch light. They are not allowed to use candles.

- E. 27) Any of the Students' belongings such as footwear, clothes, laptop is not permitted to be kept in the corridors. If found, it will be confiscated.
- E. 28) Birthday party celebrations by the resident students are permitted only till 9.30 pm in the designated area with prior approval of NIFT management. Midnight Birthday parties are prohibited and will be considered an act of indiscipline. A penalty of Rs. 5,000/- will be imposed and a warning memo issued in case of violation.
- E. 29) Playing of Loud Music/ Sticking posters/ stickers/ fairy lights or any such materials on the walls of the room/mess/ any area inside/ outside the hostel premises is prohibited. Indulging in the above acts will attract a penalty of Rs. 2,500/- on each occasion.
- E. 30) Students are not permitted to keep pet animals in the hostel premises and the NIFT Chennai campus. A penalty of Rs. 5,000/- will be imposed and a warning memo issued in case of violation.
- E. 31) No delivery of outside of food will be permitted after 9.00 pm.
- E. 32) The resident students are strictly prohibited from cooking /storing cooked food in the hostel room. A penalty of Rs. 5,000/- will be imposed and a warning memo issued in case of violation. In case of any special requirement due to medical conditions, they will be allowed to utilise the pantry area in the hostel to cook food by taking prior permission from the hostel in-charge. They are expected to strictly follow the prescribed guidelines and are liable to pay the amount towards repair/ damage/ replacement of the equipment.
- E. 33) Any misconduct with employees and service providers of NIFT Chennai will not be tolerated. Violation will lead to disciplinary proceedings
- E. 34) The potable drinking water provided in each floor should be strictly used for drinking only. In case of use for other purposes, a penalty of Rs. 5,000/- will be imposed and a warning memo issued.
- E. 35) The washrooms at the hostel are cleaned and sanitized frequently and the resident students are advised to use them with diligence so that they remain clean. They should avoid discarding/ flushing food/ sanitary pads in the commodes. In the girl's hostel, sanitary napkins should be disposed of in the waste bin provided in the washroom area.
- E. 36) The resident students should dry their clothes in the respective cloth hangers / racks provided in the designated area and refrain from hanging them inappropriately in corridors and railings.

- E. 37) Unclaimed items/ materials including vehicles left by the residents after vacating the hostel will be disposed of and related expenditure will be recovered from their hostel security deposit.

**Safekeeping of Room's Lock and Key:**

- E. 38) Rooms should be secured using the lock and key provided by the NIFT Management. The master key will be in the custody of Warden. The NIFT management has the right to open the doors in case of any supervision/maintenance/emergency.
- E. 39) Resident students should keep the room keys safely. They are required to **lock the doors while leaving the room**. No personal lock/ security device should be used/ installed by the resident student.
- E. 40) Resident students are liable to pay a penalty of Rs.1000/- if they lose/misplace their room keys resulting in replacement / breaking of lock by the institute.

**Procedures for Home town visit:**

- E. 41) When a resident student intends to visit one's home town during the semester/semester break, an authorization letter with the departure date and a copy of the travel tickets will have to be sent by the parents at least 5 days in advance from date of travel.
- E. 42) If the resident students need to leave the hostel between 8.30 pm and 6.00 am for boarding the train / flight to hometown, the parents should endorse it along with an undertaking mentioning that they are entirely responsible for the safety of their ward. Such requests should be submitted for approval, at least 5 days prior to the journey. Any violation and/or contacting any authority during untimely hours will lead to disciplinary proceedings.
- E. 43) It is mandatory for the students to record departure & return date, time, place, postal address and telephone/ mobile number in the respective register.
- E. 44) The resident students must handover the keys and AC remote control device to the hostel warden before they leave the hostel for their home town.
- E. 45) Resident student returning to hostel after visiting hometown/ official visits should strictly avoid reaching the hostel between 9:00 pm – 5.00 am. In case resident students report at odd hours, they should carry an undertaking by parents mentioning that they are entirely responsible for the safety of their ward. Any violation will lead to disciplinary proceedings.

### **Smoking/ Alcohol/ Drugs:**

- E. 46) Smoking, use of alcoholic drinks or narcotic substance is strictly prohibited inside and/or outside the hostel / Campus. Any resident student caught indulging in any of the aforementioned will invite strict disciplinary action resulting in expulsion from the Institute as per NIFT conduct rules.
- E. 47) NIFT authorities / authorized person reserves the right to inspect / audit/break open the room of resident students indulging in any unlawful act/ acts of indiscipline.
- E. 48) The resident students are expected to cooperate and provide a specimen of breath for a breath test during routine inspection sessions.

### **Code of Internet and social media use:**

- E. 49) Any act of uploading derogatory remarks or image in the social media site of the Institute/ any related organization will invite disciplinary action. Ref: NIFT Social Media Policy, 2020.
- E. 50) Resident Students should strictly refrain from indulging in violation of the code of internet use. Violation of any kind invite a penalty of Rs.2,000/- and a warning memo.
- E. 51) Any cybercrime, indiscriminate imaging with camera, MMS etc. will be viewed very seriously and disciplinary action will be taken against resident students found guilty of such activities.

### **Transport facilities for Girls Hostel:**

- E. 52) It is **mandatory** for all resident students of the first year in the girls hostel **to avail transport facility provided by NIFT Chennai**. From the following year, students have the choice of making their own transport arrangements. **Those who avail the transport facility need to stick to the official transport schedule published from time to time and follow queue system** while boarding the vehicle to avoid crowding. Those who intend to bring their own vehicles (2/4 wheelers) must seek prior approval of the NIFT Chennai Management.

### **Important Notice: Ragging:**

- E. 53) Ragging\* is a major disciplinary violation and offenders (direct or indirect) will be treated as per guidelines laid down by the supreme court in its ruling on the subject. Ragging in any form is strictly prohibited, within the premises of the Institute/ Department/ Classrooms/ Canteen/ Hostel and locations outside the campus. To prevent the ragging menace in NIFT Chennai, an anti-ragging committee is constituted with the faculty members and Officials. Problems related to ragging may be addressed

by the concerned students to the Committee members/Hostel In-charge/warden. If a prima facie ragging case is established, the accused student will be suspended and the complaint will be forwarded to the local police station.

**\*Ragging for the purpose of Ordinance XV-C** of the Hon'ble Supreme Court of India means any act, conduct or practice by which power or status of senior students is brought to bear on students freshly enrolled or students who are in any way considered junior or inferior by other students and includes individual or collective acts or practices which, involve physical assault or threat, or use of physical force;

- i) violate the status, dignity and honour of women students;
- ii) violate the status, dignity and honour of students belonging to the scheduled caste or tribes;
- iii) expose students to ridicule and contempt and affect their self-esteem;
- iv) entail verbal abuse and aggression, indecent gestures and obscene behaviour

\*For the purpose of this Ordinance, abetment of ragging will also amount to ragging.

### **F. Disciplinary Action:**

Resident students are liable to be expelled from the hostel and the institute, if they are found guilty of any of the following;

- F. 1). Any act of indiscipline or misconduct, in the hostel / campus / outside.
- F. 2). Submission of false, wrong or incomplete information at any stage.
- F. 3). Defaulting payments within the stipulated time.
- F. 4). Organizing noisy, indecent, undignified activities and inviting any unauthorized persons to visit their rooms.
- F. 5). Beyond three late entries per semester.
- F. 6). Instance of late entry beyond 10.00 pm.
- F. 7). Instance of unauthorized outing between 8.00 pm to 6 am.
- F. 8). Instance of unauthorized absence in the day / night.
- F. 9). Imposed with 03 warning memorandums for acts of indiscipline / misconduct
- F. 10). Visiting the local guardian without authorization and permission.

F. 11).Indulging in activities of substance abuse/possessing/ consuming drugs, consumption of alcohol, smoking or chewing of tobacco and its related products, any act construed as a societal offense at large inside and/or outside the hostel / Campus.

**\*Resident students expelled from the hostel due to disciplinary action will not be re-allotted accommodation and will be ineligible to receive any refund from the institute.**

## **G. Grievances and redressal**

Student floor leaders will be nominated by the Hostel I/C. They will represent students to inform the authorities of any concerns. In case of grievances, the students are advised to make an entry in the Google form link which shall be provided. Alternatively, they can forward their grievances to the Hostel Official mail ID as given in the clause C.3.

## **H. Important Contact Details - NIFT Chennai:**

- **Main campus: NIFT Chennai:**  
044-22542759 (9 am – 5.30 pm) / [nift.chennai@nift.ac.in](mailto:nift.chennai@nift.ac.in)
- **Department of Hostel Affairs, NIFT Chennai:**  
044-22541755 (9 am – 5.30 pm)
- **Boys Hostel in-charge:** [boyshostel.chennai@nift.ac.in](mailto:boyshostel.chennai@nift.ac.in)
- **Girls Hostel in-charge:** [girlshostel.chennai@nift.ac.in](mailto:girlshostel.chennai@nift.ac.in)
- **Accounts Officer, NIFT-Chennai**  
044- 22542765 (9 am – 5.30 pm) / [accountsofficer.chennai@nift.ac.in](mailto:accountsofficer.chennai@nift.ac.in)
- **Wi-Fi Facility :** [itteam.chennai@nift.ac.in](mailto:itteam.chennai@nift.ac.in)
- **Details of NEFT Transaction :**  
Name of the Bank: ICICI Bank  
Name of the Account: NIFT, Chennai Hostel A/c Bank  
Account Number: 603301112839  
IFSC Code: ICIC0006033  
Branch Name: Besant Nagar Branch

## **I. Sustainability Checklist for the Resident students**

NIFT, Chennai campus strives to provide the right to privacy, personal safety and property with the intent to facilitate students' academic success. In turn, students shall evolve as a responsible and honourable citizen, culturally and socially intellectual, internationally competitive and skilled at socialization. We are concerned about your well-being & safety. Take care and help us to help you.

- I. i) Aim for excellence in your academic pursuits and stay away from distractions
- I. ii) Follow a wellness regimen to maintain "A sound mind, in a sound body"
- I. iii) Read the hostel rule book meticulously and follow the rules in letter and spirit
- I. iv) Keep the room and your surroundings clean for a safe environment
- I. v) Use precious resources such as water, food and electricity judiciously. Be mindful in conserving all the precious resources
- I. vi) Be punctual. Time is most precious of all. Report to the institute and hostel as per the stipulated time
- I. vii) Safeguard your belongings and the facilities provided by the campus with utmost care for longevity
- I. viii) Safe keep your pin/secret code of your credit/debit card and contact details
- I. ix) Inform your Warden/ lady guards if you are sick
- I. x) Treat every employee and service provider in the campus and hostel with utmost respect and dignity
- I. xi) Outside the campus, act in a manner respecting the cultural & Social values and local sensibilities, as you are now NIFT Chennai's "Brand Ambassador"

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## Annexure-1

### Hostel Student Undertaking form

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Date: \_\_\_\_\_

I Ms./ Mr. \_\_\_\_\_, Roll no. \_\_\_\_\_ pursuing Semester \_\_\_\_\_ in the Department of \_\_\_\_\_ is staying in Room No \_\_\_\_\_ of NIFT Chennai Boys / Girls hostel. I hereby read and understood all the rules and regulations of the hostel. I give my undertaking to abide by the rules and regulations. In case of any violation, I will be liable for disciplinary action/ penalty/ expulsion from the hostel/institute. I will accept the decision of NIFT management in this regard.

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**Signature**

**Mobile No:**

**Email Id:**

**Place:**

## Annexure-2

### Parent Declaration Form – Hostel

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Date: \_\_\_\_\_

I Mr./Ms. \_\_\_\_\_ Father/ Mother/ Legal Guardian of  
Mr/Ms. \_\_\_\_\_ Roll. no. \_\_\_\_\_

pursuing \_\_\_\_\_ Semester \_\_\_\_\_ in the Department \_\_\_\_\_ is  
staying in Room no. \_\_\_\_\_ of Girls / Boys Hostel do hereby undertake and confirm.

I have read and understood the NIFT hostel rules and regulation and accept all the terms and conditions therein. I assure you that my ward will follow and adhere to the same and will not involve in any case of violation of any of the Hostel rules and will not indulge in any Unlawful / Unfair activities under any circumstances.

I am aware that

- In case of non-compliance by my ward, the institute will expel him/her without any notice. The decision of the college authorities shall be final and binding in this regard
- I take responsibility for any unethical/ illegal/ unauthorized activity done by my ward, anywhere.
- In case of any medical emergency, NIFT will arrange for first aid and inform me. I will be available on call and promise to visit and take care of my ward as and when required and will not hold the institute responsible.
- Any act of uploading derogatory remarks or interview regarding the Hostel/Institute to any member of the Press, Print Media, Radio, Television or any other social media will invite disciplinary action

\_\_\_\_\_  
**Signature of Parent**

**Name of the Parent:** \_\_\_\_\_

**Phone** : \_\_\_\_\_

**Email** : \_\_\_\_\_