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National Institute of Fashion Technology

Ministry of Textiles, Govt. of India

NIFT Campus, Karwar, Jodhpur 342037 Rajasthan,
India

HOSTEL RULES AND REGULATIONS

Academic Year: July 2024 to June 2025

(1) Allotment of Rooms (Hostel Accommodation)

- 1.1 Hostel accommodation is allotted purely at the discretion of the NIFT management and upon the condition that the student agrees to abide by all the rules and regulations of the hostel.
- 1.2 The management has the authority to refuse the hostel facility without assigning any reason or remove a resident from the hostel at any time on disciplinary grounds.
- 1.3 Students may also be required to vacate their rooms at short notice in case of disciplinary issues. Students may also be directed to shift to alternate accommodation at short notice due to administrative reasons.
- 1.4 The hostel fee should be paid during hostel registration/ admission at the center.
- 1.5 The room allotted during admission is only for one academic year i.e. July 2024 to June 2025 and can be mutually change only once in an academic year with the permission of Hostel Warden and within the allotted Hostel.
- 1.6 Pre-allotment of room will be displayed on notice board, all students are advised to follow the same.
- 1.7 Physically handicapped students may be given accommodation on the ground floor.

(2) Hostel Leave Rules

- 2.1 In case of taking leave from the hostel, students need to submit a self-certified application form (**Annexure-1**) to the hostel guards before leaving and inform the guards at the main gate before 8:00 PM. Failing to which, the student will be considered absent without prior notice, and the same will be informed to the parents. The concerned student shall be debarred from the hostel. Students must submit their leave application **Two Days Prior** of leaving the hostel. Confirmation email must be send to the provided email id from the parent's email Id).

(3) Medical Emergency

3.1 Sick student must report at the Hostel Guard for consulting Nurse. In case of emergency or accident, Mr. Roshan Kumar can be contacted who will arrange an ambulance for medical facilities.

(4) Night Attendance

4.1 NIFT resident students are expected to be present in their respective room in the hostel on or before 10:30 PM, at which time the assistant hostel warden (Ms. Heera Sisodia) will take attendance.

4.2 There is no provision for late night entry permission beyond the stipulated time in the hostel. Late entry after 15 minutes of the stipulated time will be considered under in-disciplinary conduct and appropriate action will be initiated.

4.3 Any unauthorized absence in the night will amount to an act of indiscipline and is liable to be expelled without any warning.

4.4 Students who are not found in the hostel rooms when taking attendance, their parents will be informed by the assistant warden (Ms. Heera Sisodia). The same will be considered an act of indiscipline, and appropriate disciplinary action will be taken as per NIFT Rules, including expulsion from the hostel.

4.5 For industry visits or other academic activities going to organized outside the campus, students will submit written or email permission from Department Co-Ordinator/Concerned faculty and submit the same to the Assistant hostel warden.

4.6 Residential students working late hours (beyond 10:30 PM) outside the hostel, should enter their details in the register kept at the hostel reception for working in Lab/RC/Event Preparation, otherwise they would be considered as absent and will be considered under in-disciplinary conduct and appropriate action will be initiated.

(5) Hostel General Rules

NIFT resident students are liable to be expelled from the hostel and course if they are found guilty of any of the following: -

5.1 Any act of indiscipline or misconduct of any sort in the campus, hostel, or outside.

5.2 Default in payment of dues within the stipulated period.

5.3 Organizing noisy, inappropriate, undignified activities and inviting unauthorized persons to visit their rooms.

5.4 If students are found in an intoxicated condition or indulgent in consuming drugs, alcohol, tobacco products, smoking, gambling, or any other illegal activities in the hostel, it will be considered a violation of the code of conduct. The offending residents are liable to be debarred from the hostel without any warning.

5.5 Visit by the boys to the girls' hostel (rooms and living areas) and vice versa will not be permitted. Those violating this clause would face strict disciplinary action.

amounting to expulsion. Entry of males is strictly forbidden inside the girls' hostel except for NIFT officials on duty with valid passes accompanied by a lady guard. NIFT authorities may enter any room for verification anytime during the day or night.

5.6 The parents and visitors will not be allowed into any hostels' rooms and living areas. Visitors should meet the hostel residents in the visitor's room from 8:00 am to 8:00 pm.

5.7 Vehicles inside the campus is strictly prohibited.

5.8 The students must always carry their Student's ID Cards while going out of campus, and guards are authorized to check them. Any misbehavior with the guards/wardens/ officials will be considered an act of indiscipline, and disciplinary action will be taken for such behavior.

5.9 Residents are not allowed to shift, or exchange their allotted room or stay in other rooms.

5.10 Entry & exit from campus and hostels will have to be strictly registered in the Register Book/Bio-metric System installed in the hostel and the campus gate for student's access. If students do not follow this rule, then strict action will be taken against them, and they may be debarred from the hostel.

5.11 While moving in and out of the hostel/campus, the guards are authorized to check students' bags for any illegal or unauthorized materials/ substances. Students may be debarred from the hostel if any such material is found.

5.12 Students who misbehave or disrespect any hostel staff shall be debarred from the hostel.

5.13 **Ragging is strictly prohibited in the hostel/campus.** Ragging (defined as "Display of noisy, disorderly conduct doing any act which causes physical or psychological harm or raises apprehension or fear or shame or embarrassment to a student in any educational institute") will be treated as a major act of indiscipline and offenders (direct or indirect) will be treated as per guidelines of the Hon'ble Supreme Court of India vide its ruling on the subject. Any complaints on the issue are to be made to the Students Development Activities Coordinator (SDAC) for disciplinary action.

5.14 The student must return to the NIFT campus **before 08:00 PM** and hostel premises **before 10:30 PM**. Late reporting to the hostel will be informed to their parents by Assistant Hostel Warden (Ms Heera Sisodia) and will be considered as an act of indiscipline, then the student will be debarred from the hostel.

5.15 Mess timings should be strictly adhered to to ensure academic and campus discipline.

Breakfast- 7:30 AM to 8:45 AM

Lunch- 12:00 PM to 01:00 PM

Dinner- 8:00 PM to 9:30 PM

5.16 The hostels are under surveillance through CCTV installation.

5.17 Residents are advised not to keep a large amount of cash or valuables with them. Hostel management will not be responsible for any theft or loss of residents' belongings.

5.18 Residents are required to take care of their belongings and lock the doors of rooms when

they are out. NIFT Hostel Management is not responsible for the loss or theft of any article. Residents will have to hand over the keys to the Assistant hostel wardens (Ms Heera Sisodia/Mr Roshan Singh) at the end of the academic session (One year) before going on vacation.

- 5.19 Non-resident students/day scholars are not allowed to enter the hostel premises. If found guilty, they will be imposed a penalty of **Rs. 5000/-** with intimation to their parents. Repeated defaulting will attract disciplinary action as per NIFT Students Rules.
- 5.20 Residents are prohibited from cooking food in the hostel and are not permitted to bring the utensils of the mess/ canteen to the hostel.
- 5.21 To ensure safety, residents are not permitted to use any heavy-duty electrical/electronic appliances in the hostel rooms, including electric kettles, irons, radio, tape recorder, etc. If found guilty, a fine of **Rs.250/-** will be imposed for possessing such items, and the same will be confiscated.
- 5.22 Residents shall not tamper with any electrical installation, furniture & fixture, wardrobes, and other equipment/ assets in the hostel premises. Damage caused, if any, residents shall be liable to pay the penalty levied by the management and also bear the expenses for repairing the damage.
- 5.23 Residents must switch off ACs, lights, fans, geysers, and other electrical gadgets and equipment when not in use. The assistant hostel warden, and/or hostel committee may make surprise visits, and non-complying residents will be fined as deemed appropriate.
- 5.24 During the summer season, the ACs will be shut down during the following times:
Weekdays: 08:00 AM – 06:00 PM

Weekends: 06:00 AM – 10:00 AM
- 5.25 ACs will not operate in winter.
- 5.26 Residents will be responsible for the upkeep and maintenance of their rooms and hostel premises, thereby adhering to the Swachh Campus Initiative of NIFT Jodhpur. The housekeeping staff will maintain common areas while residents are solely responsible for the cleanliness of their allotted rooms.
- 5.27 Residents are not allowed to use candles. In emergency, they are advised to use a torchlight. However, both hostels are provided with generator backup.
- 5.28 All the instructions/notices displayed on notice boards will be deemed to have been read by all residents, and excuses for non-compliance of such instructions and notices will not be accepted. Residents are advised to look at the notice board/website daily to acquaint themselves with the latest information/orders.
- 5.29 Water is an essential but scarce commodity. All residents are requested to use water judiciously and preserve it. Leakage etc. in the bathrooms should be immediately reported to the **Assistant** hostel warden.

- 5.30 Ex-Residents and Alumni are not allowed to enter the hostel without prior permission.
- 5.31 Entering in the premises of the faculty, staff and any other official is strictly prohibited.
- 5.32 Any damage to the hostel property must be reported immediately to the Warden.
- 5.33 Hostel Residents will be charged for all damages except caused by normal wear and tear. In case of any damages the student / resident will be charged penalty for damages/repairs, including installation costs if any, at replacement of market cost, whichever is higher. For willful/extensive damage, the student may also forfeit Hostel seat in addition to damages payable.
- 5.34 Lights, AC, Fans etc. must be switched off when not in use.
- 5.35 All kinds of shouting, violence, knocking, or any other act of movement or behavior that is likely to cause disturbance or annoyance is strictly prohibited.
- 5.36 Dealing with fellow students and others should be very courteous and polite. All quarrels and disputes with fellow Hostel Residents should be avoided. Students should not take law in their hands and should always try to settle their entire dispute with the help of Hostel Warden/Asst. Hostel Warden and other designated NIFT officers only.
- 5.37 Lost of keys (which is provided by the institute) fine of **Rs 500/-** will be recovered. Lost or damage air conditioner remote fine of **Rs 2000/-** will be recovered.

UNDERTAKING BY THE HOSTEL STUDENT

I. of (Dept.) of Semester, of Room No. read

and understood the rules and regulations of the hostel. I hereby undertake that I will abide by the rules and regulations during my stay at NIFT, Jodhpur hostel. Further, I undertake that in case of any violation of rules by me, the management may take disciplinary action against me.

Place: NIFT Jodhpur

Date:

Signature:

Mobile No.:

Email ID: