

NATIONAL INSTITUTE OF FASHION TECHNOLOGY, SRINAGAR

Hostel Rules & Regulations

Allotment of Rooms:

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.

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.

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.

Ragging in any form is banned inside and outside the campus. Serious action will be taken against the students violating the rule. Suspension or withdrawal from the hostel/ college is one of the actions taken as per the guidelines issued from time to time by the Government of India.

Rules and Regulations:

1. The hostel fee should be paid at the time of hostel registration/ admission at the center.
2. The Hostel facility is available for Boys & Girls.
3. Students must occupy rooms specifically allotted to them and swapping/change of rooms will not be allowed without the permission of Warden.
4. The hostel timings will be strictly adhered to by all the girl's hostlers. Students are required to return back to the hostel by 8.00 p.m. The main gate will be closed by 8.00 p.m.
5. Students who wish to go out to places such as railway or bus station/airport etc. for the night/late journey must take prior permission from the Warden/Joint Director.
6. No students should stay away from her room during the night except with prior permission of the Assistant Warden, parents & Joint Director.
7. Roll call will be conducted around 10.00 pm, students are advised to be present in their rooms. Latecomers will be reviewed every month. The warning will be given for the first time and if it is repeated, they will be expelled from the hostel.
8. Students are required to register one mobile no. Either (father/mother/guardian) and one-mail with the Hostel Warden. Father/mother/guardian should use only the registered number and e-mail seeking permission for a night out. This permission has to be taken at least 5 days in advance.
9. Students are required to show their ID card at the main gate both while going out and coming back.

10. Students who wish to go out for any reason such as. Night/late journey etc. must take prior permission from the Warden. No student should stay away from the front of her/his room during the prior night without permission from the warden and their parents.
11. When a student of the hostel wishes to leave the hostel/station on vacation for holidaysetc. the following steps need to be ensured:
 - A. Girl Students, who intend to visit home / local guardian's place during weekends/holidays, are required to send SMS through a registered mobile number of their Parents at least one day in advance on any working day (i.e. Monday to Friday). Please note that no SMS will be entertained on Saturday/Sunday except for emergencies. Further, the mobile no. of Hostel Warden will be utilized for receiving SMS facility only from 9:00 AM to 9:00 PM.
 - B. Please note that no SMS will be entertained on Saturday/Sunday. Students may obtain leave application format from the NIFT Srinagar website, they have to obtain the permission of their respective Wardens on the basis of SMS sent by their parents for a night out stay.
12. All visitors including parents/ guardians will be entertained only at the reception counter.
13. Entry of males is strictly prohibited inside girls' hostel except for NIFT officials on duty with valid passes accompanied by a Lady guard. NIFT authorities may enter any room for verification at any time during the day or night.
14. The students who wish to vacate the hostel must meet the Warden for necessary formalities and required documentation.
15. Refund of Refundable Hostel Security Deposit: Hostel fee security deposits paid at the time of admission is refundable on vacating the hostel room. This is done on the production of the prescribed 'No Dues' certificate from the hostel warden or NIFT Srinagar website. The student should claim the refundable security deposit within six months from the date of vacating the hostel. The application for refund of deposit received after six months will not be considered and the Security Deposit will be forfeited.
16. All the instructions/notices displayed on notice boards will be deemed to have been read by all resident students and excuses for non-compliance with such instructions and notices will not be accepted. Residents are advised to look at the notice board/website every day to acquaint themselves with the latest information/orders.
17. Resident students must ensure switching off lights, fans, geysers, and electronic gadgets when not in use. To ensure the safety of the students, they are not allowed to use electric items like kettles, irons, induction, cooker, etc. A fine of Rs.250/- will be levied for possessing such items and these items are liable to be confiscated.
18. In case of any grievance, the students are advised to register it in the complaint book provided in the hostel or report it to the hostel warden in writing.

19. A Doctor will be available at the Campus during allotted times on all working days. Resident students may also visit any other doctor of their own choice on payment of consultation fee.
20. All hostel inmates must report any problems concerning their roommate/neighbor(s) to the Warden. In case their roommate is absent from the room or is sick/ admitted in the hospital or is causing any kind of physical/mental trouble or is indulging in any bad practices, the same must be immediately brought to the notice of the Warden.
21. Anything which interferes with students' studies must be avoided at all times. 'Silence Hours' will be observed from 10.00 p.m. to 6.00 a.m. on all days. No noise of any sort will be permitted during the 'silence hours'. Serious action will be taken for the violation of this rule by any student.
22. Consumption of alcohol/ drugs, smoking or chewing of tobacco, and other related products are strictly banned in the hostels and in the NIFT Campus. Those violating this rule will be initiated for disciplinary action.
23. Partying in the rooms on birthdays, etc. in the hostel is not permitted; playing outdoor games in the hostel corridors is not permitted.
24. Residents of the hostel are not permitted to convene meetings of any sort in the Hostel premises without prior permission of the warden.
25. Fire hazards and safety: Candles and incense sticks, which may cause a fire hazard, are not permitted in the hostel. Combustible materials such as gasoline, paint thinner and oil lamps are not permitted for use in the hostels. Burning/bursting of crackers. Carrying of crackers in the rooms and lighting of lamps/ candles are strictly banned in and around the hostel premises throughout the year. Residents must switch off all lights and fans, and electrical appliances including mosquito-repelling machines. If any, before leaving their rooms.
26. In case of Fire: The inmates must raise an alarm and call the hostel warden. They should also alert the NIFT Security guards, warden, and NIFT authorities.
27. The electrical points provided in each room are to be used for connecting table lamps, mobile and laptop charging. Use of any domestic electric appliance etc. is not permitted. Inmates must bring to the notice of the Warden any failures breakdown in the electric supply and no one should attempt to repair the defects on their own. The electrician is available on the campus to attend to any electrical defects. While leaving the room, the occupants must take care to see that the fan and lights are switched off to save the power.
28. The students are advised not to keep heavy cash/ valuables in the room. The resident is responsible for the safety of her/his items inside the rooms. Giving the room keys to any person in good faith is at their own risk. The management will not take any responsibility for any

loss of such costly articles/money including ATM/Debit Cards.

29. Any student damaging the hostel property will be fined in actuals and strict disciplinary action will be taken. Students are not permitted to re-paint or do any alteration of any nature in the hostel.
30. The rooms and surroundings must be kept clean. The service of the cleaners must be availed to ensure that the rooms are swept and toilets cleaned while the residents are in the room.
31. In order to maintain hygienic conditions inside the washroom, all sanitary wastes should be properly wrapped and disposed of only in the bins provided, and do not flush the wastes in the western commodes.
32. 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 reported immediately to the hostel warden.
33. Non-resident students/outsideers are not allowed to enter the hostel, if found they will be imposed a penalty of Rs. 500/-. Also, the concerned boarder shall face disciplinary action.
34. The Assistant Warden is available round-the-clock on the telephone and may be contacted in case of any emergency.
35. Students (New / Old) will be allotted a room in the hostel only after payment of hostel, Mess fee, and on the production of payment receipt received from the Accounts department to the hostel warden. The students who join the hostel late will have to pay the full hostel fee.
36. If the student is not a hosteller but wants to avail hostel facility on a temporary basis, then he/she will have to pay the hostel fee for that particular or subsequent semester as the case may be subject to the availability of room in the hostel.

Do's	Dont's
<ol style="list-style-type: none">1. Daily mark your attendance.2. Check into your room every day before 9.30 p.m. at time of attendance.3. Always carry your ID cards and show it to NIFT authorities when demanded.4. Always lock your room with a good lock, even when going out for short durations.5. Keep your valuables and cash under	<ol style="list-style-type: none">1. Cook in your rooms.2. Play loud music anywhere (in your room or campus.)3. Play or create disturbance in the corridors.4. Conduct or attend parties (in your room or anywhere on the campus).5. Smoke, Consume alcohol or indulge in substance abuse.

<p>lock.</p> <ol style="list-style-type: none"> 6. Take special care of your mobiles and give your number to only to your near and dear ones. 7. Observe silence hours (10 pm to 6 am) every day. 8. Read the notice board (both at your college and the hostel) regularly. NIFT web site. 9. Enter your complete details in the in-out register, when leaving the hostel for more than one day. 10. Obtain visitors pass well in advance for your visiting parents/ relatives or any technician from Joint Director. 11. Dine in the campus as per notified time. 12. Inform your lady guards/ Warden if you are sick. 13. Follow the code of conduct for the students. 14. Read the hostel rule book and follow the rules. 15. Take care- your life is precious- we value it. 16. Keep your medical cashless service card with you to meet any emergency. 17. To maintain hygiene, always discard sanitary napkins in a proper way. 18. Contact your warden or Joint Director in case of any problems. 	<ol style="list-style-type: none"> 6. Indulge in ragging. 7. Disclose your pin/secret code of your credit/debit card to anybody. 8. Keep or play televisions in your rooms. 9. Keep valuables or heavy cash in your rooms. 10. Damage NIFT property or assets. 11. Act in a manner that offends the local cultural and social values and local sensibilities and rule of the land. 12. Loiter anywhere inside or outside the hostel campus during curfew hours. 13. Permit proxy/ dummy room-mates in your room. 14. Permit nonresidents to stay in your room. 15. Burst crackers in and around the hostel premises. 16. Wastewater or electricity. 17. Violate hostel rules. 18. Inviting your friends, Pizza & dinner suppliers to the main gate after 9.30.p.m. 19. Throwing / flushing the food wastage inside the commodes. 20. Write on walls or on the floor or on the furniture or pasting stickers / posters. 21. Keep or feed pets in your room or campus.
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Place: Srinagar

**Sd/-
Joint Director
NIFT Srinagar**

Form No: _____

NATIONAL INSTITUTION OF FASHION TECHNOLOGY

(Ministry of Textiles, Govt. of India)

SIDCO Electric Complex Rangreth, Srinagar-191132 J&K

Phone: 0194-2300995, 2300994 (Campus Director)

Email: hostels.srinagar@nift.ac.in

www.nift.ac.in/srinagar

Recent Passport
size photograph
of the student

Hostel Application Form

1. Name of the Student: _____

(In capital letter) (First Name) (Middle Name) (Last Name)

2. Adhaar Number: _____

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3. Date of Birth DD/MM/YYYY: _____

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4. Name of Course/ Program: _____

5. Batch: _____

6. Semester: _____

7. Category: _____

GEN	SC	ST	OBC	PHP
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[Tick Mark (✓) in appropriate box]

8. Mode of Admission: Regular Student/NRI Student

9. Father's/ Guardian's Name: _____

10. Residential Address: _____

_____ Pin: _____

11. Father's office Address: _____

_____ Pin: _____

12. Telephone No: (R) _____ Mobile No: _____
(With STD Code)

13. E-mail ID (Father): _____

14. Mother's Name: _____

15. Residential Address: _____

_____ Pin: _____

16. Mother's office Address: _____

_____ Pin: _____

17. Telephone No: (R) _____ Mobile No: _____
(With STD Code)

18. E-mail ID (Mother): _____

19. Any illness/ Health Problem/ Medical complaints/ Mental/ Physical/ Skin disease? Yes/No

S.no	Name & Type of Diseases	Duration of Diseases	Care required	Remarks

20. Blood Group: _____

21. Hostel Fee details: (Please see Fee order before filling the below table)

Particulars	Amount in Rs.
Hostel Fee (Annual)	4,000.00
Security Deposit Hostel (Refundable)	5,000.00
Security Deposit Hostel (Non-Refundable)	2,000.00
Electricity Charges (Annual)	4,000.00
Service Charges (Annual)	2,800.00
Mess Charges (Per semester)	As per actual
Total fee amount in Rs	17,800.00

22. Details of Payment Transaction

Name of Depositor	
Transaction ID	
Date	
Amount	

Recent Passport Size photograph of Father	Recent Passport Size photograph of Mother	Recent Passport Size photograph of Local Guardian
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DECLARATION:

I hereby affirm that the statement made and information furnished by me in the Hostel Application Form is true and correct, further I undertake, if admitted, abide by the NIFT Hostel Resident Rules. The final decision for grant of admission to the hostel will be bound to me as decided by the competent Authority of NIFT.

I clearly understand that allotment of rooms to students and mode of occupancy is not a matter of right. I clearly understand NIFT will make all efforts to provide emergency medical care but the Institute can't be held responsible for any eventuality. I clearly understand that I am responsible for seeking Medical/Clinical advice for all my ailments, disease and taking necessary care, and taking medicines/treatments. I clearly understand that I have seen & read NIFT hostel Resident Rules and in case of non-compliance by me, the institute has the right to expel me from the Hostel without any notice in writing. NIFT will not be responsible for any illegal and unauthorized activity attempted by students.

Date:

Place:

Signature of Student: _____

Signature of Father: _____

Mother: _____

Local Guardian at Srinagar: _____

Encl.: