



Sri Satya Sai University of Technology & Medical Sciences, Sehore

Where talent meets opportunity

Hostel Registration Form

Please affix a passport size photo

1. Date - -

2. (a) Block Number (b) Room Number

3. (a) Course (b) Year

4. (a) Student Name (In capital letters)

(b) Name of Student in Hindi

(c) Gender Male Female (d) Blood Group

5. (a) Father's Name

(b) Mother's Name

6. (a) Date of Birth (b) Nationality

Date Month Year

7. Category General OBC SC ST Other Class

8. (a) Student's Contact Number

(b) Parents Contact Number

9. Email Address

10. Permanent Address

11. (a) Local Guardian Name Occupation

12. Contact Number of Guardian

I, the undersigned hereby declare that I have read the Hostel policy of Sri Satya Sai University of Technology & Medical Sciences and I aware of Anti Ragging Policy and Prohibitions in the Hostel premises. I will pay all my dues as per schedule, without fail. I promise to abide by the rules and regulation of this organization, amended and enforced from time to time and I am aware that the hostel/university administration has right to terminate my accommodation in the hostel in case I am found not abiding by the hostel policy, involved in ragging or indulging in any other undesirable act.

Date: Signature of Student.....

General Discipline

- Hostel Room once allotted is not allowed to change. However only Warden may allow as a special case on a valid and reasonable ground. Violation of this rule may be considered as act of gross misconduct and the disciplinary action will be initiated against the student. Inter-change / clubbing / shifting of furniture, electrical and any other item with one room to another or Common Room is strictly prohibited.
- Hostel Students are expected to display acceptable form of behavior, maintain discipline and decorum in the hostel.
- Closing Time of Hostels: 2200 Hrs. (10:00 pm). No students will be allowed leave Hostel Premises between 2200 Hrs. to 0600 Hrs. Students are to strictly abide by the Hostel Closing time. Students Reporting late without prior permission, information or prior reason (accepted by Warden) shall make proper entries in the "STUDENT'S LATE-REPORTING REGISTER" with valid reason for delay, warning may be given in writing or oral form and the information will be passed on to the Dean / Parents. In case it is found that the student is reporting beyond closing time frequently, necessary disciplinary action may be initiated.
- A hostel campus 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 hostel students at all times. Noise level must be kept low to allow other's the opportunity to study or sleep in comfort. Playing Music or carrying Music System/ Music Instruments in the Hostel Premises is strictly prohibited.
- Students will display their Identity Card every time he/she enters the hostel. Hostel Administration and Security are authorized to ask for the Identity Card any time in the Hostel Premises.
- The rooms will be handed over to the Students in a good condition. Students must not tamper with electric fitting and Furniture. Any breakage / damage of hostel furniture thereafter will be borne by the occupant. Each student will be responsible for furniture and electric fitting provided in his/her room. Before proceeding home during vacation or while vacating the hostel upon completion of the course each student must get all the electrical fitting and other fixtures of the room checked by the Hostel Warden and handover the furniture to Hostel Authorities. In case of damage to any building, furniture, fittings, fixtures or any College property, double the cost of damage will be charged from the student's known to be immediately responsible. If the persons causing the damage could not be identified, the same will be assessed equally upon all the students of the respective hostel room/block, as the case may be.
- While leaving the room all switches (lights, fans, etc) must be put 'OFF'.
- Daily attendance will be taken by the Warden between 2200 Hrs to 2230 Hrs. Students must sign the attendance register without fail, before closing time. Parents/Administration will be informed about students remaining absent without permission. In case it is found that the student is absent without permission frequently, written or verbal warnings will be given for first two instances and necessary disciplinary action may be initiated thereafter that may lead to termination of Hostel Facility of the Student.
- Students should maintain cordial and harmonious relationship with fellow students and not pick up any fight or quarrel.
- In case of any conflict, the matter should be immediately reported to the Warden.
- Electricians, Plumbers, Housekeeping or any other service person may enter rooms as and when necessary in the course of their duty under the directive of the Maintenance Department. However, every effort will be made to respect the privacy and dignity of the hostel Students.
- The Hostel/University Administration reserve the right to move hostel student to other room if there is a necessity.
- Before Leaving, the hostel students should complete the formalities. Students should leave the hostel premises on his/her own risk/responsibility. No office staff will be held responsible for any/all kind of damages/harm/loss/accident occurred during the period of leave or night out from the hostel.

Date:

Signature of Student.....

Guidelines for Hosteller's

- Indecent/Obscene VCD, Cassette, Magazine, Book, etc or other such material is prohibited. Possession of such item in the Institute Campus / Hostel is an act of gross misconduct.
- Non-Vegetarian food is strictly prohibited in the Hostel Premises.
- Preparation of Tea, Coffee or Food is not allowed inside the hostel rooms.
- Pets are strictly not allowed inside the Hostel Premises.
- Playing loud music or playing any kind of Sound System or Music Instruments, which may create disturbance to others, is strictly prohibited in the Hostel premises.
- Students are also strictly forbidden from any kind of undesirable acts such as indulging in gambling, betting, keeping Weapons etc.
- Students, in their own interest, are advised not to keep excess cash or any valuables in their hostel rooms. The University Administration will not be responsible for the loss of such items due to theft or otherwise. However, in the case of theft, the matter should be immediately reported to Warden.
- Students are prohibited from consuming alcoholic drinks, drugs, cigarettes, tobacco products or any other intoxicants inside the Institute / Hostel Premises or to enter the Campus / Hostel after consuming the same. Any student found consuming such thing or in a drunken state in the Hostel Premises will render himself liable for strict disciplinary action, including expulsion / rustication from Hostel / University.
- Students are prohibited from forming any club / group in the Hostel, other than that permitted by the University authorities.
- Use of immersion rods, room heaters, cooking gas, kerosene stove, radio, music system etc. are not allowed in the hostel premises, however Computers and Laptops / Note Books are allowed for education purpose only provided prior permission is obtained.
- Celebration of Birthday's and Other Parties are strictly not allowed in the hostel premises.
- Vandalism is a very serious offence. Hostel Students found guilty of committing such an offence can be terminated from the hostel /University. In case of any unacceptable behavior by the room-mate, the other room-mate must report it to the Hostel Warden.

Date:

Signature of Student.....