



School of Engineering

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Hostel Rules and Regulations

Admission & Allotment of Rooms

- Students who need hostel facility have to pay the fees via AOAP
- The hostel fee should be paid before the commencement of each academic year.
- Staying in the hostel is mandatory for all students. However, students who are staying with parents in Chennai or within a neighborhood of 30 kms are permitted to commute as day scholars. They are advised to utilize college transport facility, if available. No students shall stay outside the hostel without prior written permission from the Principal/Chief Warden.
- At the time of admission and at the beginning of every academic year, each resident is required to submit a duly-filled-in Hostel Admission form. Any Change of address / telephone number of the parent / local guardian, at any point of time, has to be promptly intimated to the hostel office in writing.
- Students are generally not permitted to vacate the hostel and stay outside on their own. However if they are going to stay with their parents they may be permitted and they should follow the procedure given below
 - Parents/Guardian of the student shall meet the Chief Warden in person and explain the necessity for staying outside. A written request in the prescribed format should be made to him, in which the local residential address with phone number, where they intend to stay should be mentioned. Permission letter from the Head of the Department is also necessary.
 - Hostel fee once paid, will not be refunded if room is vacated in between the academic year.
- Students will generally be provided with essential furniture and fitting in each room. It is the responsibility of the student to bring additional accessories necessary for their stay.
- Residents of the hostel should ensure that lights & fans are switched off, all water taps are closed and that their rooms are locked when they leave their rooms.
- Rooms once allotted to the students for an academic year will not be changed except on special situations with the permission of Chief Warden.
- Residents wardens may inspect/enter any room, at any time to satisfy themselves that the students maintain discipline and cleanliness/ tidiness/ hygiene. Resident Wardens can confiscate electric equipment and any other banned item if found, without the permission of the inmates.
- Hostel is an integral part of the University. Any act of indiscipline in the hostel will attract penal action from the University.

Code of Conduct

- All residents are required to maintain high standards of maintain high standards of behavior expected of students of a prestigious University such as ours. They are expected to be courteous with everyone both inside and outside the campus.
- The silent hours in the hostel will be from 10.30 pm to 5.30 am, which should be observed by all residents.
- All students are required to carry their valid identity Cards issued to them by the University.
- All rooms, common areas and surroundings should be kept clean and hygienic.
- All students are expected to be in their hostels before the specified time (Ref. Hostel Timings) If any one wishes to be away from the hostel beyond this for academic work like visit to library, laboratory etc., they should get written permission from the Resident Wardens in the prescribed form.
- Rooms are allotted to each student on his/her personal responsibility. He/She should see to the upkeep of the room and its premises. Students should bring to the notice of the Resident Warden, for any maintenance work (Civil, Carpentry or Electrical), needed in their rooms.
- Every resident of a room is responsible for any damage to the property in the room during his/her occupancy of that room and will be required to fund the repair, if any. He/She is required to fill in the inventory of the furniture and other items available and hand over the furniture & other materials in good condition when he/she changes/ vacates the room/ hostel.
- In case of damage to or loss of hostel property the cost will be recovered from the students responsible for such damage or loss, or collectively from all the students of the hostel as decided by the Chief Warden.
- The use of electrical appliances such as immersion heaters, electric stove/ heaters / electric iron/induction cooker are forbidden in any of the rooms allotted. Electrical wiring in the hostel is not designed for such heavy load.
- Private cooking in the hostels/students rooms is strictly forbidden. Such appliances, if found will be confiscated and disciplinary action initiated.
- The use of audio systems which may cause inconvenience to other occupants is not allowed. The use of personal TV and VCD/DVD is prohibited.
- Possession and consumption of tobacco, alcohol or narcotic drugs in the University premises is strictly prohibited. The administration reserves the right to take strict disciplinary action, amounting to even expulsion at short notice from the hostel and rustication from the University.
- Any Student found to be indulging in undesirable activities such as physical assault, damage to property, etc. will be liable for disciplinary action including expulsion from the hostel at short notice.
- Residents are required to park the cycles, if any, in an orderly manner.
- Use of powered vehicles by students in the campus has been banned.
- Residents should not arrange any function, birthday parties or meeting within the hostel or outside within the campus without permission of the concerned authorities.
- The residents are responsible for the safe keeping of their personal belongings. They are advised to desist from bringing and keeping ornaments and expensive items / gadgets in the rooms. Except minimum cash on their person, money should be kept deposited in the bank. They should keep all valuable items such as Laptop, Mobile phones (only basic phones are permitted), ATM card etc. locked. They should also lock the room even when they are out for a short period.
- Residents are expected to dress decently when moving around in the hostels, dining halls and surroundings.
- You are not permitted to order food from outside

Visitors and Guests

- Parents/ Guardians are allowed to visit their wards as per the following timings.
 - Working Days : 5pm to 6.30pm**
 - Holidays : 7am to 6.30pm**
- Visitors are not allowed in the hostel after 6.30 pm
- Guest of a resident may be permitted to stay in the hostel on payments basis, subject to availability of rooms and with the prior approval by the Chief Faculty Warden of respective hostels.
- Parents are strongly encouraged to visit the campus and interact with class advisors/hostel wardens periodically.

Issue of Gate Pass

Hostel Mess

- Pure and wholesome vegetarian food will be served hostel mess.
- Non-vegetarian food is not permitted anywhere inside the entire campus.
- No diner shall waste food
- Mess charges are collected as a single annual payment in advance.
- All residents are expected to cooperate with the hostel administration by conserving water and electricity.
- Food will not be supplied in the rooms. Residents of hostels are not allowed to take any food items to any place outside the mess hall or to their rooms under any circumstances.
- Students can entertain their guests/parents in the Campus canteen only with prior intimation.
- Hostellers without ID cards are not allowed to enter the mess hall.
- All diners shall interact with the mess staff in the dining hall in a courteous manner.

Facilities in the Hostels/Campus

Hostel Timings

General

Hostel Gate Open	5.30 am
Breakfast, Tea & Coffee/ Milk	7.00 am to 8.30 am
Lunch	12.00 pm to 2.00 pm
Evening Tea and Snacks	4.30 pm to 5.30 pm
Dinner	7.00 pm to 9.00 pm

- City Pass (Late comers will be warned/ debarred/ fined): 7.00 am – 10.00 pm

Return to Hostel from Rest of the Campus

1 st Sem Students	10.00pm
Marking Attendance	9.30pm to 10.00pm
Study/ Silent Hour	10.30 pm to 12 Midnight (Own Room Only)
Sleep Time/ Silent Hour Off	12.00 Midnight to 5.30 am (Own Room Only)

Students with city pass and returning late will be reported and warned. Repeated offenders will be penalized by impounding their next turn of city pass and also monetary fine as decided by the CW.

Students entering the hostel after closure of gates too will attract penalties as above.

Students entering other rooms or staying outside own rooms between 10.30 pm 5.30 am will be reported, investigated for involvement in unlawful activities and their rooms checked for banned substances.

Rights of Hostel Administration

- Any breach of rules will attract enquiry and disciplinary action. The hostel authorities reserve the right to take direct disciplinary action, amounting to even expulsion at short notice from the hostel.
- The Hostel authorities reserve the right to change these rules from time to time keeping the students informed through general circulars displayed on the hostel notice boards.

Admission and Refund Policy – 2022-2023

Admission into Hostels	+
Hostel and Mess Fee Details	+
Hostel and Mess Fee – Refund Policy	+
General Rules	+

Check List for Hostellers

Hostellers are advised to bring the below mentioned items for their comfortable stay:

- Lock with minimum four keys for Room, 3 small locks for cupboards
- Mattress fitting to cot:
 - Girls Hostel Cot size (in inches) : 76.5" x 30"
 - Boys Hostel Cot size (in inches) : 75" x 30"

(Note : Provisions will be available to place an order at the Campus, but you will not have much choices to make)

- Pillow and bedspreads
- Bucket and Mug
- Plates and Tumblers for dining
- Water Bottle
- Umbrella
- Doormats
- Hand sanitizers
- Face masks
- Hand wash
- Mosquito repellents (All out/Good night machine for your room)

ADMISSIONS

APPLY NOW

Apply now

News

Maps & Direction

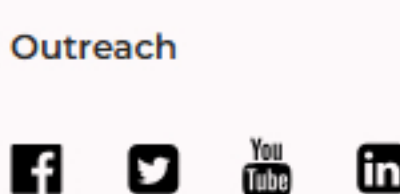
Events

Anti Ragging

Jobs

Outreach

Contact



INTERESTS

Agriculture
Arts, Humanities & Commerce
Architecture
Artificial Intelligence
Artificial Intelligence and Data Science
Allied Health Sciences
Ayurveda
Biotechnology
Business
Computing
Dentistry
Engineering
Law
Media & Communications
Medicine
Nano Sciences
Nursing
Pharmacy
Physical Sciences
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Nagercoil
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