

HOSTEL RULES AND REGULATIONS

1. INSTITUTE HOSTELS

The Himalaya Medical College & Hospital, Chiksi, Paliganj, Patna has two hostels, one each for boys and girls. Each hostel is equipped with an internet connection, a kitchen with a comfortable dining hall, one or more water purifiers, and facilities for indoor games. Newspapers and magazines are also available in each hostel.

2. HOSTEL MANAGEMENT

2.1 The following officers constitute the Hostel Management Committee (HMC):

- a) Chief Hostel Warden
- b) Warden
- c) Administrative Officer
- d) Hostel Committee

2.2 Each hostel is managed by a Warden, who is a regular faculty member of the Institute, and one or more Caretakers.

2.3 The hostel students, hereafter called "residents," may approach their respective Caretaker or Warden for help, guidance, and grievance redressal. The Chief Hostel Warden may be approached if the Caretaker/Warden cannot provide the necessary support.

3. CONDITIONS OF ALLOTMENT OF ACCOMMODATION

3.1 HMCH is a fully residential Institute. All students admitted to MBBS courses are required to stay in the hostel.

3.2 Hostel accommodation is available to MBBS students for the entire duration of the course.

3.3 Room allotment will be made by the respective Hostel Warden. Two students will be allotted to a room, based on their previous record in the hostel/institute.

3.4 Room changes will not be permitted without a proper and genuine reason. Any such request requires the approval of the Chief Hostel Warden.

3.5 If the status of any resident changes during their stay in the hostel, he/she must inform the HMCH office immediately and vacate the hostel if found ineligible for accommodation.

3.6 Hostel facility allotted to a student is binding for the full academic year. The student will not be allowed to change this status mid-year.

3.7 If a resident leaves the hostel for non-medical reasons, his/her mess and hostel security deposits will not be refunded. All dues up to the date of stay must be cleared. Such students will not be considered for hostel allotment again during their course.

3.8 Residents must vacate their rooms during the summer vacation unless they have prior permission to stay for course work, project work, institute work, or hostel work. Approval from the HOD/Dean (Academic)/Hostel Warden, as applicable, must be submitted with the application. Unauthorized stay will be treated as an offence and will attract penal action.

3.9 Each resident must submit a duly completed personal data form at the time of hostel admission, and an updated personal data form at the beginning of every subsequent academic year.

Parent/guardian phone numbers must be provided. Any change of address/phone number must be reported in writing to the HMCH office.

3.10 Residents will be provided with basic furniture and fittings in their rooms, consisting of one bed with mattress, one chair, one ceiling fan with regulator, one wall hanger, one almirah, and one tube light fitting per student.

4. GENERAL GUIDELINES AND INSTRUCTIONS

4.1 Residents are responsible for the safety of their personal belongings (wallet, laptop, mobile, etc.). Suitcases, trunks, bags, cupboards, and rooms should be locked whenever the resident is away. The institute will not be responsible for any loss or theft. Cases of theft should be promptly reported to the Security Office.

4.2 Switch off lights, fans, and other electrical appliances when leaving the room. Close all water taps after use to prevent wastage.

4.3 If a resident is unwell, his/her roommate or immediate neighbours should immediately inform the Institute Health Centre Staff, Hostel Caretaker, Hostel Warden, or Chief Hostel Warden.

4.4 All hostel charges must be deposited in the designated account or paid in cash. Residents must keep proof of payment safe. The Institute will not be responsible for failed transactions.

4.5 The Chief Hostel Warden, Warden, Caretaker, or other Institute authorities may inspect any room at any time.

5. CODE OF CONDUCT

5.1 All residents must maintain the standards of behaviour expected from students of a reputed institute. Courteous and fair behaviour is expected both inside and outside the campus.

5.2 Residents must carry their valid Identity Cards issued by the Institute.

5.3 Rooms, common areas, and surroundings must be kept clean and hygienic. Notices should not be pasted on walls and doors, and walls should not be scribbled on.

5.4 Residents must cooperate during maintenance work and vacate rooms when required by HMCH. Alternative accommodation will be provided, if possible. If maintenance work is done during occupancy, it is the resident's responsibility to make the room available.

5.5 Screening of pirated or unauthorized movies in rooms or common areas is strictly prohibited. Violations will attract severe punishment as decided by authorities.

5.6 Residents are responsible for any damage to hostel property in their rooms during their occupancy and will be required to repair or compensate for the same. An inventory form must be filled and items returned in good condition when vacating.

5.7 The cost of damage/loss to hostel property will be recovered from the responsible resident(s), or collectively if not identified. If the amount exceeds the caution deposit, legal action may be taken.

5.8 Hostel furniture must not be moved or damaged. Extra hostel items found in a room must be returned to the Warden; otherwise, penal rent will be charged.

5.9 Fittings from other rooms must not be removed or refitted in one's own room.

5.10 Ragging in any form is strictly prohibited. Any violation will be dealt with severely as per anti-ragging rules (Annexure "A").

5.11 Smoking, alcohol consumption, and use of narcotic drugs are strictly prohibited inside hostel premises. Residents must not enter the hostel under intoxication or in possession of such materials. Violation will result in disciplinary action, including possible expulsion.

5.12 Residents must not participate in anti-national, anti-institutional, anti-social, or undesirable activities. Use of powered vehicles is banned. Violators will face confiscation of vehicles and penal charges; vehicles will only be released after course completion.

5.13 Residents should return to the hostel before 6:00 PM. Latecomers must register their details at the security office. Security may conduct frisking if required.

5.14 Residents leaving the campus after 5:30 PM must enter their details in the security register, both while leaving and on return.

5.15 Any resident misbehaving or tarnishing the reputation of the Institute will be fined immediately by the Chief Hostel Warden.

5.16 Discrimination based on caste, creed, language, economic status, etc. is strictly prohibited and will be treated as a serious offence.

5.17 Residents of the same or opposite sex must not engage in immoral activities within the Institute premises. Violations will be treated as acts of major indiscipline and punished accordingly.