

**SWAMI VIVEKANANDA SCHOOL AND COLLEGE OF NURSING,
DHARMAPURI**

Hostel Rules and Regulations

To Be Observed by the Students

1. Hostel accommodation is available to a student, who is registered in the Institute as a regular student.
2. Before the admission parents should read the rules and regulations of the Hostel and Sign the agreement/undertaking.
3. Inmates are not permitted to possess huge sum of money or gold and other costly ornaments. The management is not responsible for the loss of things if any.
4. Mobile Phones, Laptop, Radio, Tape Recorder and Heater are not allowed in the hostel.
5. When the students go out of their room they should switch off all the electrical / electronic appliances, and keep it locked. Violation will attract suitable penalty and punishment as decided by authorities.
6. Students must take permission from wardens/Hostel incharge for going out from the hostel for any reason and must make entry in the in-out register available with security guards at the hostel gate Every time, visitors must bring their Visitor's Pass while visiting to College/Hostel.
7. The students should report to the warden/Hostel incharge while returning to the hostel as per the permission they obtained. If not, we will inform to the police regarding her absence in the hostel in the prescribed time. The parents will be informed through the police for further legal proceedings.
8. Every month second Sunday will be the visitor's day. Students are allowed for outing on this day with their parents only and they should come back before 5.00 P.M. without fail.
9. The parents must accompany the students whenever they go out and come into hostel. If anything goes wrong, the management will not be responsible in any manner. This is the sole responsibility of the parents.
10. Students are allowed to go home every month Second Saturday & Sunday . Students should come back to the hostel on Sunday before 6.00 P.M. without fail.
11. Parents, brothers, sisters are allowed to visit the student with the permission of the warden/hostel incharge. Name of relatives should be specifically mentioned by the respective parents, who can visit the students.
12. Visitors are not allowed in hostel room.

13. Visitors are not allowed to meet the student in the training areas such as Hospital, Community and other than the visitor's day.
14. The students will be permitted to make phone calls for 5 Minutes on allotted days in a week (Monday to Saturday –Batch wise and Sunday – All the batch students).
15. In an emergency situation, the parents must contact the Class co-ordinator through College number and get permission from the concerned authorities.
14. Availing room service or taking food or mess utensils to the room will attract a fine and disciplinary action by hostel administration, if repeated.
15. Parents should avoid sending money through courier service. For any loss the management will not take responsible.
16. In the case of illness of a hosteller, the Care Taker/ Warden / Hostel incharge shall inform to the Medical Officer of the Institute for treatment and inform the parent/local guardian.
17. Hostel attendance will be taken at 8.00 A.M & 8.00 P.M every day. All the students are expected to be present. The resident in the hostel will be treated absent in case students do not mark her evening attendance in time.
18. Mess Hours:

Morning	:	8.00 A.M. To 8.30 A.M.
Lunch	:	12.40 P.M. To 1.15 P.M.
Evening	:	4.30 P.M. To 5.00 P.M.
Dinner	:	7.30 P.M. To 8.30 P.M.
19. Students must dress up modestly.
20. Silence must be maintained in the Prayer Hall, Library, Class rooms and Dining Hall.
21. All are expected to converse ONLY IN ENGLISH.
22. Rooms must be kept clean.
23. For any grievances the students must contact their class co – ordinator and warden. They will provide proper guidance and counselling as per their need.
24. Any student who is found to be indulging in undesirable activities such as ragging, physical assault, damage to property, causing inconvenience to other inmates, non-compliance of any of the conduct rules, or violation of any other rule defined in this manual will attract suitable penalty and punishment as decided by authorities.
25. The students found guilty of breach of these rules will be fined upto Rs.500/- each time.

Signature of the Parent

Signature of the student