

INFRASTRUCTURE

The safety and well-being of our students are our highest priorities. To ensure a secure living environment, the hostel and its premises are under continuous CCTV surveillance.

We provide well-furnished rooms with options for both air-conditioned (AC) and non-air-conditioned (Non-AC) accommodations. All rooms are on a shared basis. However, teachers and Ph.D. scholars may be allotted double occupancy rooms, subject to availability.

Additional facilities include:

Free Wi-Fi access

Recreation area

Library

Purified RO + UV treated drinking water

Designated washing area

Laundry Facility

Computer Lab

Please note: The hostel administration reserves the right to enter any resident's room for inspection or inquiry, as deemed necessary, to uphold safety and maintain discipline.

FACILITIES INSIDE THE ROOMS

Each room is:

- Properly ventilated, clean, and well-maintained
- Equipped with a CFL bulb, a tube light, and a ceiling fan

Facilities provided to each hosteller include:

- One study table
- One chair
- One cupboard
- One cot

The Available types of Rooms

Two-Seater AC	Two-Seater (non-AC)
Four-Seater AC	Four-Seater (Non-AC attached)
Four-Seater (Non-AC without attached)	Six-Seater AC
Six-Seater (Non-AC)	Six-Seater (Non-AC without attached)

ADMISSION

1. Admission to the hostel will be conducted through an Admission Committee comprising the College Principal and the Warden. Interested candidates must submit an application in the prescribed form, which is available at the hostel office or from college website. Admission is granted based on an interview conducted by the committee.
2. A parent or guardian must accompany the candidate to the hostel to complete the admission formalities.
3. Before admission, the student must submit a written undertaking agreeing to abide by all rules and regulations of the hostel. This undertaking must also be signed by the parent or guardian in the official declaration form.
4. Each candidate must also submit three recent coloured passport-size photographs at the time of admission.
5. No student shall be allowed to stay in the hostel without official permission from the hostel administration.
6. All charges or expenses prescribed in the application form or any other related documents are subject to change without prior notice.
7. The candidate should not have any adverse disciplinary record in any previously attended hostel.
8. The reservation and quota of seats in the hostel shall be as approved by the Hostel Administrator.
9. A medical fitness certificate and certificate of contagious diseases is compulsory.
10. The student shall retain the hostel accommodation for the entire academic session (i.e., one year). If, for any reason other than disciplinary action, the student leaves the hostel during the academic session, they shall be liable to pay the full hostel charges for the entire academic year.

RE- ADMISSION

1. A fresh application must be submitted each academic year for re-admission.
2. Re-admission is granted based on previous examination results, merit and good conduct during the student's previous stay in the hostel.
3. Admission in the previous year does not guarantee re-admission in subsequent years.

CODE OF CONDUCT

C.1 The hostel is strictly a no-ragging zone. Strict disciplinary action will be taken against anyone found guilty of indulging in such an offense.

C.2 Anyone found guilty of the heinous crime of ragging will be punished as per the law and will be immediately expelled from the hostel.

C.3 Anyone found in possession of narcotic drugs will be immediately expelled from the hostel and reported to the police.

C.4 Students shall not possess, use, or abet the use of any kind of weapons, including sticks, rods, explosives, fireworks, or similar materials. If found guilty, the institution may impose disciplinary actions, including rustication or expulsion.

C.5 Possession, distribution, and consumption of alcoholic beverages and chewable tobacco within the hostel premises are strictly prohibited.

C.6 On all days, inmates must return to the hostel on or before 6:30 p.m. The main gate will be locked promptly at 7:00 p.m. Students involved in sports practice must return to the hostel by 7:30 p.m.

C.7 Shuffling or shifting of inmates within a room or between rooms may be carried out by the warden as and when required. Hostel inmates are required to comply with the warden's decision, which shall be final in such matters.

C.8 No inmate is permitted to shift from one room to another without prior written permission from the Warden.

C.9 Any inmate wishing to stay outside the hostel for academic reasons, other purposes, or celebrations must obtain prior permission from the hostel warden. To do so, the inmate must submit a written permission letter from the parent along with a completed application form—available at the hostel office—to the warden at least one day prior to the event.

C.10 A request from the Head of the Department or Programme Coordinator (or from the coach in the case of sports students) is mandatory for leaving the hostel for any departmental or academic purposes. Such request letters must be submitted well in advance, at least one day prior to the programme.

C.11 While entering or leaving the hostel premises, inmates must record their movement along with the intended place of visit in the 'Student Movement Register' (Outgoing Register and Home Register).

C.12 Students must not engage in any illegal or unethical activities within the hostel premises.

C.13 The warden may grant permission in emergency situations or for genuine reasons, provided proper information.

C.14 For late-night entries related to academic or sports events, the concerned authorities must obtain prior permission from the warden.

C.15 The use of mobile phones or any other gadgets should not disturb other hostel residents. Silence must be maintained after 9: 15 p.m. to ensure an environment conducive to serious study.

C.16 Inmates shall be personally responsible for the cleanliness and upkeep of their allotted rooms and the hostel premises. They are also accountable for the safe maintenance of room fittings, furniture, and other items provided to them.

C.17 Hostellers are not permitted to take newspapers, library books or magazines from the common room to their rooms.

C. 18 Hostellers are advised to keep all their valuables securely locked at all times.

C.19 The use of electrical appliances such as heaters, hair dryers, and cooking devices is not permitted in the hostel.

C.20 Inmates shall not stick or hang any items on the walls. If they do so, they may be required to pay for any resulting maintenance or repairs.

C.21 Any damage to hostel property must be reported to the warden immediately.

C.22 All inmates must vacate their rooms immediately after the completion of their final semester examinations. If an extension of stay is required, the inmate must inform the warden in advance and obtain prior permission. Extension of stay will be permitted on a daily basis only during the month of April. Hostel stay will not be permitted during Onam and Christmas holidays.

C.23 Students should not keep excess cash or valuables in the hostel. In case of loss or damage to cash, valuables, or personal belongings—including mobile phones, computers, or laptops—the hostel authorities will not be held responsible or liable for any compensation.

C.24 Students shall not collect money from any other student(s), employee(s), or individual(s) for any purpose—including donations or contributions—without prior written approval from the hostel warden.

C.25 Students shall not conduct any academic activities—such as surveys or projects involving hostel inmates.

C26 Students shall not allow any unauthorized person to enter or stay in their room.

C27 Inmates shall not conduct any celebrations within the hostel premises without prior permission from the hostel warden. If permitted, celebrations must be held only in the allotted areas.

C28 Inmates shall not misuse electricity by using electrical gadgets such as iron box, heaters, audio players, speakers, juicers, or similar devices.

C29 Inmates should hand over their room keys to the hostel office at the time of vacating the hostel.

C30 No notices shall be posted anywhere in the hostel.

C31 No entry to the terrace area is permitted for common use after 9:30 p.m.

C32 All lights in the rooms must be switched off by 11:00 p.m. Thereafter, students may use the common areas allotted for study.

C33 Students are expected to wear modest attire within the hostel and its premises.

C34 Inmates must use only their allotted areas for washing and refrain from using any other areas.

C35 Playing games or watching pornographic photos/videos on computers is strictly prohibited.

C36 Inmates are expected to show due respect to hostel staff. Any act of misconduct toward hostel employees by a resident will be considered a serious breach of discipline.

C37 Residents must ensure that any vehicles kept on the hostel premises are duly registered with the appropriate civic authorities.

C38 Students who remain in the hostel during class hours must obtain prior permission from the hostel warden.

C39 Food items are not allowed inside the rooms, except in cases of illness.

C40 In case of any violation of hostel rules, the principal (Main Warden) is authorized to constitute a disciplinary committee to investigate the matter.

HOSTEL REPRESENTATIVES

1. To assist the wardens in the smooth functioning of the hostel, student representatives are appointed from each year of the UG and PG sections.

HOSTEL MESS

1. The hostel has a main kitchen and dining hall. It is mandatory for each hosteller to have their meals in the hostel. Both vegetarian and non-vegetarian food will be provided to the inmates.
2. Special food and snacks will be available at a subsidized rate through a token system. Tokens must be collected from the hostel office one day in advance.
3. No hosteller is permitted to enter the kitchen area.
4. Hot and cold water will be available at all times in every block.
5. Wasting food is considered an offence and is strongly discouraged

TIME TABLE

1. Holy Mass & Rosary

Tuesday	06: 30 a. m.
Thursday	07: 15 p. m.
Rosary (Every day except Thursday)	07: 00 p. m.
Common Prayer (All Students)	07: 25 p. m.
Common Prayer (All Students) on Thursday	08: 00 p. m.

2. Study

Morning	06: 00 a. m. - 07:00 a. m.
Evening	06: 00 p. m. - 07: 20 p. m.
Night (Inside the room)	09: 00 p. m. – 11: 00 p. m.
Night (Common study area)	11:00 p. m.

3. Food

Breakfast (Regular Days)	08: 15 a. m. - 09:30 a. m.
Breakfast (Holidays)	09: 00 a. m. - 10:00 a. m.
Lunch (Regular Days)	12:15 p. m. - 01:30 p. m.
Lunch (Holidays)	01:00 p. m. - 02:00 p. m.
Evening Snacks	04:00 p.m. – 06:00 p.m.
Supper	07:30 p. m. - 08:15 p. m.
Supper (Thursday)	08:00 p. m. - 08:45 p. m.

4. Recreation

Night	08: 15 p. m. - 08:45 p. m.
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RELIGIOUS DUTIES

1. All students, regardless of their religion, are required to attend the Common Prayer.
2. Catholic students are expected to nurture their spiritual life, fulfill their religious obligations, and attend the daily Common Rosary.
3. All Catholic students are required to attend the Holy Mass held in the Hostel Chapel on Tuesdays and Thursdays.

HEALTH

1. Any case of illness must be immediately reported to the warden. If a hosteller is unwell, the warden will make suitable arrangements. A first aid box is available in the hostel.

HOSTEL FEES

1. At the time of admission, the candidate is required to pay the admission or re-admission fee. Students opting for special rooms are required to pay six months' rent as a caution deposit along with the other applicable fees.
2. All fees must be paid on or before the last day of each month. A grace period of ten days will be granted thereafter. Failure to pay within the stipulated time will result in a fine.
3. No fees are refundable except for the caution deposit and mess advance, which will be refunded via bank transfer or account payee cheque, only in the name of the candidate, after all dues have been cleared and the hostel has been vacated.
4. If a student does not stay in the hostel for a continuous period of fifteen days within the same month, a reduction in mess charges may be granted. To avail this, the inmate must inform and obtain prior permission from the hostel warden, along with submitting the duly filled application form. However, the room rent must be paid irrespective of the student's presence in the hostel.
5. The management committee reserves the right to revise the rules and regulations from time to time and will inform the residents of any changes through notices displayed on the hostel notice boards.

VISITORS

1. Visitors, including parents or guardians, are not permitted in the hostel after 6:00 p.m. However, in special circumstances, prior permission from the warden must be obtained to stay beyond these hours.

2. Parents are not allowed to enter inside the hostel without the permission of the hostel warden or hostel premises after 6:00 p. m.

3. Outsiders are not permitted to enter the hostel premises after 6:00 p.m. under any circumstances without prior permission from the hostel warden.