

# **DAMODARAM SANJIVAYYA NATIONAL LAW UNIVERSITY: SABBAVARAM**

## **HOSTEL RULES & REGULATION**

### **1. CAMPUS RULES & REGULATION**

- 1.1 These Rules shall be known as the Damodaram Sanjivayya National Law University, Visakhapatnam Hostel Rules
- 1.2 Damodaram Sanjivayya National Law University, Visakhapatnam, is a fully residential University. All the students are required to stay in the University Halls of Residence.

### **2. ADMISSION**

- 2.1 All the students who have been admitted to Damodaram Sanjivayya National Law University in any regular course will be eligible for hostel accommodation during his/her course
- 2.2 Allotment of rooms shall be made on the Double/ Triple sharing basis.
- 2.3 The hostel admission shall renew at the beginning of each academic year
- 2.4 All the students are supposed to take the room allotted to them within 10 (ten) days of re-opening of the University, thereafter special or prior permission from the Registrar has to be taken.
- 2.5 Students are supposed to vacate the rooms within 3 (three) days of the completion of his/her End – Term Examinations.
- 2.6 In case they want to stay back for more than 4 days, the student has to take prior permission from the Registrar
- 2.7 Students who are detained or rusticated have to vacate the hostel within 7 (seven) days of such orders. Further they cannot utilize the hostel facility during such period.
- 2.8 Any unauthorized occupant shall be expelled from the hostel.

### **3. HALLS OF RESIDENCE**

- 3.1 The University campus will have Two Halls of Residence (One for male and one for female students). Students will be allotted rooms as per the availability and the discretion of the Chief Warden / Warden. Students will be provided with a cot, locker, chair and a table. Students have to bring their own mattress, pillow and other essentials.

- 3.2 No Student shall change the allotted room or occupy a room other than the allotted one without written authorization. Any such out shall carry a fine upto Rs. 5000/- and/or expulsion from the Hostel for one year.
- 3.3 Students with chronic medical problems inhaling addiction to smoking Alcoholism and Drugs shall not be admitted to the Hostels or allowed to continue to stay.
- 3.4 No Student is allowed to stay in the rooms particularly during their class timings except on genuine grounds with the permission of Chief Warden / Warden.
- 3.5 Students are prohibited to use electrical appliances like Air cooler, Heater, Iron, Tea maker and similar items.
- 3.6 Student shall register their names with the IT Department for usage of internet in the Hostels. Students are prohibited from using Routers.

#### **4. INSPECTION BY AUTHORITIES**

- 4.1 The Halls of Residence are subject to inspection of any time of the day or night. Hostel Warden/Hostel Assistants/Matrons shall ensure that hostel rooms, common rooms, corridors and surroundings are kept neat and tidy and no unauthorized items like liquor, drugs, lethal weapons etc. are kept in the room / inside Hostel / on the campus.
- 4.2 The Chief Warden/Warden/Hostel Assistants/Matron have the right to search the rooms of any resident of the hostels and seize goods, materials and substances, the possession of which are illegal or amount to an offence under the provisions of these rules. No prior intimation is required for such search & seizure.
- 4.3 If any Student does not co-operate and/or obscene entry of the inspection authority to hostel room during inspection, he shall be punished with a fine upto Rs.5000/- and/ or expulsion from the Hostel.

#### **5. RAGGING**

- 5.1 Ragging is strictly prohibited on campus. Any case of ragging should be brought to the notice of the authorities. Anyone indulging in ragging is liable to disciplinary action including rustication from the University and to criminal prosecution under the A.P. Prohibition of Ragging Act, 1997, UGC Regulation and as per any other law for the time being in force.
- 5.2 **The U.G.C. Directive defines and prohibits ragging as follow:** Ragging includes display of noisy, disorderly conduct, teasing, rough or rude treatment, indulging in rowdy, undisciplined and obscene activities which cause or are likely to cause annoyance, undue hardship, physical or psychological harm or mental trauma or raise apprehension or fear in a fresher or other students, or forcing a student to do any act which such a student is not willing to do or which cause him/her shame or embarrassment or danger to his / her life or limb, or indulging in eve teasing

- 5.3 **Penalty:** Any student found engaged in any such activity will be punished as per the UGC Regulation and the University Code of Conduct.
- 5.4 **Undertaking:** Students have to give an undertaking before each academic session and before getting admission in the hostel to the effect that he/she will not indulge herself/himself in any such activity which might relate to ragging. Further students will report if he/she observes any such act to the concerned authority i.e., the Warden or the Chief Warden or any other authorities.
- 5.5 **University Responsibility:** The University will immediately take action on receipt of any such complaint. The Anti-Ragging Committee will dispose of the matter as soon as possible.

## **6. ALCOHOL, TOBACCO, NARCOTICS, ETC**

No student can consume or possess any kind of prohibited substance under NDPS Act, alcohol or tobacco. If any student is found consuming/possessing the same will be punished as per the UGC Regulations and any other law for the time being in force.

## **7. DECORUM AND DRESS CODE**

Students are expected to dress decently on and outside campus. No student (male/female) is allowed to wear indecent clothes in or outside the campus. Hostel wardens have the authority to take action in any such situations. Further students are expected to behave in a decorous manner with their inmates, students of opposite sex as well as the staff. Any student found misbehaving will be immediately brought before the Authorized person and necessary action will be taken.

## **8. HEALTH CARE**

The University will have a Sick Room inside the Hostel. A Doctor and a nurse will regularly visit the campus. An ambulance will be available inside the campus for any emergency, payment for which shall be made by the student. The Health Care Centre will also have necessary first aid and medicines.

## **9. HOSTEL TIMINGS**

The University campus will be closed at 8:00 pm. Students are supposed to enter the campus by 8:00 pm and have to be inside the Hall of Residence by 10:00 pm. Any unauthorized absence will invite disciplinary action.

## 10. HOSTEL MESS

The University Mess will be purely on the tender basis, inviting private contractors. Further a student Mess committee will be formed to manage and control the Mess, menu, cleanliness etc. Such committee will be formed on a rotational basis by the faculty committee for hostel.

The Mess timings will be as follows:

<b>Breakfast</b>	-	7.45 a.m. to 9.20 a.m.
<b>Lunch</b>	-	12.45 p.m. to 2.15 p.m.
<b>Evening snacks</b>	-	4.30 p.m. to 6.00 p.m.
<b>Dinner</b>	-	7.30 p.m. to 9.30 p.m.

## 11. LIBRARY

11.1 The Library timings will be as follows:

**Monday to Saturday**- 9:00 a.m. to 9:00 p.m.

**Sundays** – 9:00 a.m. to 5:00 p.m.

The Library will remain closed on National holidays.

11.2 The University reserves all rights to change the timings during moot courts, debates, exams, etc with prior permission of the Registrar.

## 12. TRANSPORTATION

All the students will be provided with bus facilities on Saturday and Sunday. Buses will run according to the following timings: Sundays – 10:00am (from the University to R.K. Beach) 6:30pm (from the R.K. Beach to the University)

## 13. GATE PASS AND NIGHT OUT PASS

13.1 The University reserves all rights to restrict the students from going out of the campus without an authentic pass signed by the Warden. No students will be allowed to go out of the campus without having a proper authorization.

13.2 Further, any student who wishes to go out of the campus for an overnight stay, shall take permission in writing one day in advance from the Chief Warden only on appropriate reasons, recommended by the Warden. In case of emergency students can take special permission from the Registrar.

## **14. SPORTS AND ENTERTAINMENT**

### **14.1 SPORTS**

The University has its own male and female gymnasiums in their respective hostels. Each gymnasium shall have a trainer to help the students. Timings: 6.00 a.m. – 8.00 a.m. and 5.00 p.m. to 8.00 p.m.

### **14.2 ENTERTAINMENT**

Each Hostel has an entertainment room in their own respective hostels for the students. Such entertainment room will have a television, Carom board/ Chess. Timings: 4.00 p.m. to 10.00 p.m.

## **15. VISITING HOURS**

- Visitors are requested to meet their wards only after the academic hours and before 9:00pm.
- No other visitor except the parents and the local guardian will be allowed to meet the student.
- Any other person visiting the student shall bring a letter of authorization from the parent of the student.
- The name, address and the contact number of the parents and local guardian should be furnished in the form provided during admission. It is not mandatory to have a Local Guardian.

## **16. DAMAGE TO HOSTEL/ UNIVERSITY PROPERTY**

Any student damaging the University property will be punishable. If there is any complaint against any student or if a student is found damaging the property will be brought before the Warden, Chief Warden and then before the Disciplinary Committee. Such student will be liable to punishment which might include fine, suspension from the hostel or both. The damages shall be recouped from the concerned student.

## **17. CELEBRATION OF FESTIVALS AND BIRTHDAYS**

Student shall take prior Permission of the Chief Warden / Warden for celebrating any festivals and Birthdays. Birthdays should be held in a common plane for one to two hours between 8.00 p.m. to 10.00 p.m. There should not be any kind of Physical discomfort. No outside guest or interference of any kind will be allowed.

## 18. CLEANLINESS

- 18.1 Students are supposed to keep the campus and the Hall of Residence clean. Complaints regarding electricity, water works, etc. may be entered in the Maintenance Register kept in the hostel office for the purpose. The Halls of Residence will be maintained and cleaned by the housekeeping staff. The University will not be responsible for loss or damage of the resident's belongings and will not entertain any allegation of theft against hostel staff or inmates.
- 18.2 Posters should not be pasted on the walls / doors etc. and no captions etc. should be written on the same.

## 19. SECURITY

- 19.1 The University campus will be under CCTV surveillance 24\*7. Each hostel shall have a Security Guard.
- 19.2 Boarders shall be responsible for their valuables, cash, mobile, laptops etc.

## 20. DISCIPLINARY CONTROL

A Disciplinary Committee will be formed to look into the campus discipline. All the students shall abide by the rules and regulations as framed and amended by the University from time to time. Any contravention or violation of these Rules shall be subject to disciplinary action and punishment.

## 21. MANDATORY PUNISHMENTS FOR ACTS OF INDISCIPLINE

Sr.No.	Acts of Indiscipline	Punishment/fine
1	Cooking and/or taking food in Hostel rooms without permission, except fruits/snacks.	Fine of Rs. 1000/- each time
2	Keeping Pet/s	Fine of Rs. 5000/- each offence
3	Possession, use or distribution of Cigarette / any kind of tobacco	Rs. 500/- each time
4	Possession and/or consumption of Liquor / other intoxicants	1 <sup>st</sup> time Rs. 2500 2 <sup>nd</sup> time Rs. 5000 3 <sup>rd</sup> time Expulsion from Hostel / University
5	Possession and/or consumption of Narcotic Drugs	1 <sup>st</sup> time Expulsion for one month from hostel 2 <sup>nd</sup> time Expulsion from University
6	Student found in inebriated condition on the campus	1 <sup>st</sup> time Rs. 2500 2 <sup>nd</sup> time Rs. 5000 3 <sup>rd</sup> time Expulsion from Hostel
7	Damage to the University Property	Fine equal to five times the cost of the property

8	Violation of Breakfast, Lunch and Dinner timings	Rs. 500/- each time
9	Ragging in any form	Punishment as per UGC
10	Refusal or resistance to checking of bags at Entry Gate	Fine Rs. 5000/- and/or expulsion from Hostel
11	Public exhibition of affections/obscene/Lecherous conduct	1 <sup>st</sup> time Rs. 2000 2 <sup>nd</sup> time Rs. 5000 3 <sup>rd</sup> time Expulsion from Hostel / University
12	Late coming to campus after specified time	1 <sup>st</sup> time Rs. 200 2 <sup>nd</sup> time Rs. 400 3 <sup>rd</sup> time Rs. 600 4 <sup>th</sup> time Expulsion from Hostel / University
13	Usage of electrical appliances / Routers	Fine of Rs. 500/- each time
<b>14***</b>	<b>Physical Violence in the Campus</b>	<b>Expulsion/Rustication from Hostel/ University and also infliction of fines, if necessary the Committee may recommend to refer to the Police Department upon the nature of office</b>
<b>15***</b>	<b>Any other act of indiscipline in the campus which is not covered in the rules, the Disciplinary committee may recommend appropriate punishment.</b>	

**\*\*\* S.No. 14-15 amended to DSNLU Hostel Rules (approved in Academic Council & Executive council meeting dated: 14-03-2020 & 15-03-2020 respectively).**