

Local Guardian

■ Name																							
■ Mobile No	+91									Tel No STD					Ph.								
■ Occupation																							
■ E-mail																							
■ Address	Residential Address										Office Address												
City										City													
State										State													
■ Mention any chronic Illness OR Medical problem which may need urgent attention :																							

Declaration

I, the undersigned hereby declare that I have read the Hostel Policy, Rules & Regulations of Career Point University and I have been also informed about the Anti-Ragging Policy and Prohibitions in the Hostel, Campus Premises and other places. I promise to abide by the Rules and Regulations of this organization, amended and enforced from time to time and I am aware that the Hostel/ University administration has right to terminate my accommodation in the hostel without refund of fee in case I am found not abiding by the Hostel Policy, Involved in Ragging or indulging in any other undesirable act. I also understand that University may terminate my enrollment and can take legal action in such cases.

I hereby state that all the above information are true to the Best of my Knowledge & we solemnly affirm to abide by the hostel rules

For any kind of dispute, decision of Registrar will be final and acceptable to me.

Signature (Student)

FOR OFFICE USE ONLY

Recommendation of Hostel Admission Committee :				☐ Admitted	☐ Not Admitted
Room No.	Hostel Name	Registration No.	Signature (Hostel Admission Executive/Registrar)		
			Signature (Warden)		

Note : Documents to produce at the time of Hostel Room Allotment

1. Residential address proof (Ration Card/Water Bill/Electricity Bill/Bank Passbook) for Parent's address.
2. Copy of parent's Identity Card having Photo and Signature.

Note : Once a candidate stayed in the hostel for even one day, fee will not be refunded.

Hostel Rules and regulation – General Discipline

- Hostel Room once allotted is not allowed to change. However only Warden / Administrator may allow as a special case on a valid and reasonable ground. Violation of this rule may be considered as act of gross misconduct and the disciplinary action will be initiated against the student. Inter-change / clubbing / shifting of furniture, electrical and any other item with one room to another or Common Room is strictly prohibited.
- The Hostellers must remember that the Hostel is the Home of the Hosteller in the Campus. Hostel Students are expected to display acceptable form of behavior, maintain discipline and decorum in the hostel as well as outside the campus.
- A hostel campus should be a place where students can have the best possible conditions for studying and adequate rest. As such a due consideration must be accorded to other hostel students at all times. Noise level must be kept low to allow other's the opportunity to study or sleep in comfort. Playing Music or carrying Music System/ Music Instruments in the Hostel Premises is strictly prohibited.
- Accommodation in the Hostel can't be claimed as a matter or right. Hostellers who will disturb the peace and violate the rules of Hostel in the Campus, will be expelled from the Hostel without any refund.
- The Hostel / Institute Administration reserve the right to move hostel student to other room if there is a necessity.
- Closing Time of Hostel is 10:00 pm. No students will be allowed leave Hostel Premises between 10:00 PM to 5.30 AM. Students are to strictly abide by the Hostel Closing time. Students Reporting late without prior permission, information or prior reason (accepted by Warden) shall make proper entries in the "STUDENT'S LATE-REPORTING REGISTER" with valid reason for delay, warning may be given in writing or oral form and the information will be passed on to the Administrator / Parents. In case it is found that the student is reporting beyond closing time frequently, necessary disciplinary action may be initiated.
- Daily attendance will be taken by the Warden between 10 pm to 10.30 pm. Students must sign the attendance register without fail, before closing time. Parents / Administrator will be informed about students remaining absent without permission. In case it is found that the student is absent without permission frequently, written or verbal warnings will be given for first two instances and necessary disciplinary action may be initiated thereafter that may lead to termination of Hostel Facility of the Student.
- Hostellers should not stay in the Hostel during the class time. In case they have to stay in the Hostel premises, due to sickness, they should apply for leave after Doctor's advice.
- Hostellers are required to make their beds, rooms lay-out before going to their classes in the Morning.
- Students will display their Identity Card every time he/she enters the hostel. Hostel Administration and Security guards are authorized to ask for the Identity Card any time in the Hostel Premises.
- The rooms will be handed over to the Students in a good condition. All the Hostellers should check all the articles like: bed, almirah, and fan, tube light, study table, study chair, window, doors etc. and fittings in their room at the time of occupation. If there is any deficiency or inadequacy, it should be Hostellers to the Hostel Warden.
- Students must not tamper with electric fitting and Furniture. Any breakage / damage of hostel furniture thereafter will be borne by the occupant. Each student will be responsible for furniture and electric fitting provided in his/her room. Before proceeding home during vacation or while vacating the hostel upon completion of the course each student must get all the electrical fitting and other fixtures of the room checked by the Hostel Warden and handover the furniture to Hostel Authorities. In case of damage to any building, furniture, fittings, fixtures or any College property, double the cost of damage will be charged from the student's known to be immediately responsible. If the persons causing the damage could not be identified, the same will be assessed equally upon all the students of the respective hostel room/block, as the case may be.
- All Hostellers will use their own locks and key for locking rooms and almirahs and will be responsible for the safety of their belongings.
- Light and fans must be switched off when the Hosteller is not present in the room. In case it is found that light/fans are not switched off; a heavy penalty will be imposed.
- Students should maintain cordial and harmonious relationship with fellow students and not pick up any fight or quarrel. In case of any conflict the matter should be immediately reported to the Warden.
- Electricians, Plumbers, Housekeeping or any other service person may enter rooms as and when necessary in the course of their duty under the directive of the Infrastructure Dept. However, every effort will be made to respect the privacy and dignity of the hostel Students.
- Hostellers should inform to the Hostel Warden of any changes in the address, e-mail, Mobile no, Phone no. local guardian parents immediately
- Hostellers are strictly prohibited from writing slogans or obscene drawing on the Hostel walls, doors and almirah etc.
- Hostellers are not allowed to take food in their rooms. If a student is ill, the same should be reported to the Warden, who will make the suitable arrangement to take care of the particulars student.

Signature (Student)

- Hostellers are not allowed to remove any article from Dining hall, common room, Visitor's room and Sports room & their own rooms.
- Hostellers are not allowed to do any type of celebration, secret meetings and monetary collection in the Hostel.
- Hostellers shall not keep any type of weapon, Stick, iron rod and Sports items in their rooms.
- Smoking, chewing of Gutkha, Tambaco, Pan, Supari, Spitting on the Walls, Playing Cards, consumption of alcohol are strictly prohibited. Anyone found indulging in such things will not only be vacated from the Hostel but will be restricted from the University.
- Parents/local guardian, day scholar and friends are not allowed to stay in the Hostellers rooms. They must obtain prior permission from Chief Warden/Admin. Officer to stay in the University Guest House only. (If such accommodation is available for a specified period on payment basis as per the University rules.)
- The room of any Hostellers can be inspected at any time by the Chief Warden/Warden or any authorized member of the University.
- All activities in the Hostel will on silent mode after 10:30 P.M. to 05:30 A.M. (Open music, mobile ringtone, shouting and visiting each other room).
- Except laptop and Mobile charger no electric device (Room heater, heater, Cattle, Hot plate, water heater rod) shall not be allowed in the hostellers rooms.
- No residents shall keep any type of vehicle in University Campus.
- RAGGING is strictly forbidden. If anyone is found guilty of RAGGING he/she will be expelled from hostel and University and also liable for prosecution under the Rajasthan prohibition of Ragging Act, 1997 which will result in a minimum punishment with imprisonment for a term which may extend to two years and shall be liable to a fine of Rs. 10, 000/-.. Student found guilty of being involved in any activity that is described as the part of Ragging may be handed over to the Police.
- Before Leaving the hostel students should complete the formalities. Students should leave the hostel premises on his/her own risk / responsibility. No office staff will be held responsible for any/all kind of damages/harm/loss/accident occurred during the period of leave or night out from the hostel.

Signature (Student)

PROHIBITIONS IN THE HOSTEL PREMISES

- Non-Vegetarian food is strictly prohibited in the Hostel Premises.
- Preparation of Tea, Coffee or Food is not allowed in the Hostel.
- Pets are strictly not allowed inside the Hostel Premises.
- Playing Music or carrying any kind of Sound System or Music Instruments is strictly prohibited in the Hostel premises.
- Indecent/Obscene VCD, Cassette, Magazine, Book, etc or other such material is prohibited. Possession of such items in the Institute Campus / Hostel is an act of gross misconduct.
- Students are also strictly forbidden from any kind of undesirable acts such as indulging in gambling, betting, keeping weapons etc.
- Students, in their own interest, are advised not to keep excess cash or any valuables in their hostel rooms. The Institute / Hostel Administration will not be responsible for the loss of such items due to theft or otherwise. However, in the case of theft, the matter should be immediately reported to Warden / Dean.
- Students are prohibited from consuming alcoholic drinks, drugs, cigarettes, tobacco products or any other intoxicants inside the Institute / Hostel Premises or to enter the Campus / Hostel after consuming the same. Any student found consuming such thing or in a drunken state in the Hostel Premises will render himself liable for strict disciplinary action, including expulsion / rustication from Hostel / Institute.
- Students are prohibited from forming any club / group in the Hostel, other than that permitted by the College authorities.
- Use of immersion rods, room heaters, cooking gas, kerosene stove, radio, music system etc. are not allowed in the hostel premises however Computers and Laptops / Note Books are allowed for education purpose only provided prior permission is obtained.
- Celebration of Birthday's and Other Parties are strictly not allowed in the hostel premises.
- Vandalism is a very serious offence. Hostel Students found guilty of committing such an offence can be terminated from the hostel / Institute. In case of any unacceptable behavior by the room-mate, the other room-mate must report it to the Hostel Warden.

Signature (Student)