



MAHARASHTRA NATIONAL LAW UNIVERSITY MUMBAI

REGULATION 2 OF 2019

REGULATIONS FOR HOSTEL STUDENTS (GENTS AND LADIES)

(Under Section 44 (1) of the Maharashtra National Law University Act, 2014)

1. **Short Title and Commencement:**

- (1) These Regulations shall be called as the Hostel Students (Gents and Ladies) Regulations, 2019.
- (2) These Regulations shall come into force with immediate effect on the day they receive approval of Executive Council.

2. **Eligibility for Admission to Hostel:**

- (1) Every student enrolled in the UG or PG in Law programme shall be admitted to the hostel compulsorily, unless expressly exempted by orders of the Vice-Chancellor.
- (2) The University reserves the right to deny admission to hostel to any student for the reason which, in the opinion of the University, would render the student unsafe or which is likely to cause inconvenience to other students.
- (3) Cancellation of registration of the student/debar/rustication/striking of name from the rolls of the University or discontinuation from the course/programme in whatsoever name, shall result in discontinuation of

the hostel facility and the student shall be required to forthwith vacate the hostel.

- (4) Students shall pay hostel and mess food fees at the beginning of the semester or as otherwise expressly directed by the University. in absence of any prior approval of the University, no student shall be exempted from payment of hostel fees or mess fees.
- (5) Hostel facilities will not be provided to Research Assistant/Teaching Assistant (RA/TA) unless they are enrolled for Ph.D.
- (6) A student of the University who is seeking admission in the University hostel shall not be employed on full time or part-time basis in Government/Semi-Government, public or private sector.

3. Admission Process:

- (1) Hostel Admission Form duly completed shall be submitted online by the student at the time of admission to the University.
- (2) At the time of admission of a student to the hostel, each student is required to submit a duly completed Student Profile. E-mail of the student and parent shall also be provided. Any change of address/telephone number, email id of the parent/local guardian, at any point of time shall have to be intimated by the student to the Hostel Office in writing.
- (3) At the time of admission in a hostel, every student shall sign an undertaking to the effect that he shall follow these Regulations and that in case of breach of any of the Regulations, he/she shall be liable for the disciplinary action.
- (4) Medical check-up is compulsory for the hostel students, according to the schedule of dates fixed by the University.

- (5) Students are required to pay the hostel fees in the first month of each term i.e. in July and January. If he/she does not pay the hostel fees on time, a late fee as prescribed by the University, will be charged. Ph.D. students shall pay the hostel fee in the first month of each term (six months) as per the date of registration.
- (6) Students are required to sign an Anti-Ragging Undertaking as per Guidelines of the University Grants Commission, at the time of admission to hostel.
- (7) Students are required to disclose all past medical history at the time of admission to the hostel. Any non-disclosure of past medical history will be at the risk of the student.
- (8) If any student provides any misleading or false statement or information in the application form for admission to the hostel, his/her admission shall be liable to be terminated and on such termination, the student shall not be entitled to stay and/or enter the hostel or part thereof. If he/she does not leave the premises of the hostel, he/she shall be liable to be forcibly removed from the hostel.

4. Allotment of Room:

- (1) A student will take possession of the room after signing the inventory of the furniture, electrical and other items in the room.
- (2) Room once allotted to a student for an academic year will not be changed, except on special situations with the permission of the administration.

5. Code of Conduct:

- (1) Students are not allowed to leave the hostel after 10.00 p.m. and before 6.00 a.m.

- (2) In case of arrivals or departures for outstation journey after 10.30 p.m. and before 6.00 a.m., a student shall take a prior written permission of the Dy. Warden/Hostel Superintendents providing proof of the journey.
- (3) Students shall obtain a prior permission of the Hostel Administration, for emergency arrival or departure.
- (4) Students are required to return to the hostel, latest by 10.00 p.m. A student shall take prior permission of the Warden/Dy. Warden/ Superintendents, if he/she is reaching hostel after 10.00 p.m., by filling an application form in advance for 'Late Pass'. It is mandatory to fill up the out pass/late pass while leaving the hostel for vacation/study tours/field visits or for any other valid reason.
- (5) Students are required to maintain cleanliness inside the room and surroundings.
- (6) No gambling of any kind shall be allowed on the premises of the hostel.
- (7) Students shall not bring and/or keep any pets in the premises including fish, cats, dogs, and so on. Students shall desist from pampering stray dog by offering food, petting them, etc.
- (8) Students shall treat the staff and housekeeping staff of the hostel with due courtesy at all times. Service of the housekeeping staff shall not be utilized for private or personal work. No tips in cash or kind will be given to the staff of the hostel.
- (9) Students are expected to behave courteously and fairly with every one inside and outside the campus of the hostel.
- (10) Students shall cooperate in carrying out maintenance work and vacate their rooms completely when the Hostel Administration requires the room for this purpose.
- (11) Students shall not indulge in any anti-national, anti-social, communal or undesirable activity or political activity which is detrimental to the law

and order and/or against the Government. Students shall not carry on any propaganda or publicity of any nature, whatsoever, in respect of anything or any matter including political or communal matters.

- (12) Students shall not indulge in practices/activities, which may endanger their own personal safety as well as that of others.
- (13) Students shall switch off all the electrical/electronic appliances and lock their rooms, before going out of their rooms.
- (14) Students shall not arrange any function or meeting in the hostel or in the premises of the University and shall also not arrange any picnic, without a prior written permission of the administration.
- (15) Students shall not remove any fittings from any other room or common area and get them fitted in their rooms.
- (16) Students on no account, whatsoever, shall take food outside the mess. They shall also not take mess utensils such as plate, spoon, tumblers, etc., to their rooms.
- (17) Students shall not keep plants/flower-pots, shoe-rack or any other furniture in the corridor of the hostel.
- (18) Students are not allowed to exchange rooms without a prior permission of the Warden.
- (19) Students shall be responsible for the hostel property in his/her occupancy. They shall not disfigure walls, doors and furniture in any way, including by driving in nails or sticking/drawing pictures on them. If any damage is noticed, walls, doors or furniture, as the case may be, will be repainted/polished and the expenses for the same will be recovered from the students. If any common property is damaged or lost, the same shall be charged in equal shares to the students who are in common use of that property, apart from fine.

- (20) Students shall observe discipline in the hostel and ensure that no wasteful or improper use of water, electricity, toilet facilities and any other amenities, is made.
- (21) Students shall not use in their rooms, any electrical appliances such as induction cooker, hot plates, electric iron, etc. In case of use of such electrical appliances, the same will be confiscated by the University and fine as may be prescribed by the University, will also be imposed upon the student, failing which, hostel admission of the student shall be liable to be cancelled. In case of repetition of such misconduct, the student will be liable to be expelled from the hostel.
- (22) Students shall not play a radio transistor, record player or cassette or any other audio/video devices in the hostel/hostel premises which may cause a nuisance to fellow students. In case of violation of this, a fine as prescribed by the University shall be imposed upon such student.
- (23) Students shall not give the key of their room to any other person, whether staying in the hostel or outside.
- (24) Students shall not to keep any valuable articles, ornaments or cash in their rooms. It they do so, it will be entirely at their own risk. Students shall not leave their rooms unlocked or unattended.
- (25) Cooking food in the room is strictly prohibited and defaulters shall be imposed a fine as prescribed by the University, for the first default and next default shall lead to cancellation of the hostel admission.
- (26) Students shall vacate their room within three days after their final examination.
- (26 – A) During the vacation period if students want to stay in hostel on account of internship or any academic activity, then they shall be required to pay the requisite amount of fees for the stay.
- (27) Video recording and/or photography of others without permission is strictly prohibited in the hostel premises. Violation of this will be**

treated as a serious misconduct, if complained of, and strict disciplinary action will be taken against the student found guilty.

- (28) Services of the housekeeping staff shall not be utilized for private or personal work.
- (29) Ladies students are not allowed to enter the Gents rooms and the gents students are not allowed to enter the Ladies rooms.
- (30) Students are required to hand over charge of their room keys and furniture to the Warden/Dy. warden of the hostel, before leaving for vacation, failing which they will be charged a penalty as prescribed by the University, for the entire duration of vacation.
- (31) If a key is lost and/or if the lock is replaced with a new one, due to the fault on the part of a student, the cost of repair or replacement will be recovered from the student.
- (32) If any student is expected to be absent from the hostel for an entire semester, he/she is required to pay hostel charges for that semester in order to retain the hostel room.
- (33) Research students shall vacate the hostel room within one week of the date of submission of their thesis or before the expiry of the maximum permissible period of stay, whichever is earlier. The maximum permissible period of stay in the hostel for Ph.D. students is four years from the date of registration. Under any circumstances, the above mentioned permissible period will not be extended.
- (34) No unauthorized person (friend/guest/relatives/student etc.) will be allowed to stay in the hostel or in the hostel room. If any unauthorized person is found in the student's room, a fine as prescribed by the University, will be imposed upon the student concerned and hostel admission of such student shall also stand cancelled.
- (35) Unauthorized campaigns/events which disturb the discipline of the hostel are not allowed in the hostel premises. Sticking of public

posters/pamphlets/brochures/circulars/photographs are not permissible within the hostel campus.

- (36) Students are not allowed to smoke, bring and/or consume alcoholic and narcotic products or any other prohibited substance. Students shall not be allowed to enter the hostel premises after consumption of drugs/alcohol/or any other prohibited substance. Hostel admission of defaulter will be cancelled.
- (37) Students suffering from critical illnesses/contagious diseases shall not stay in the hostel. Taking care of such students is not the responsibility of hostel administration.
- (38) Students are duty bound to report to the Hostel Office in case they notice any untoward incident, theft or undesirable activity going on in the hostel or on the campus.
- (39) Ragging of students admitted to the hostel is totally banned. Any violation of this by the students will be dealt with very strictly as per the law.

6. Cancellation of Admission to Hostel:

- (1) Any student who is expelled from the University will automatically cease to be a member of the hostel.
- (2) The students voluntarily withdrawing themselves from hostel stay or mess food facility without prior approval of the University, would be liable to pay the hostel accommodation as well as mess food charges until expressly exempted there from by orders.
- (3) In case, the student is expelled from the hostel or permissible period as mentioned in Clause 5 (33) above is over, the student shall vacate the hostel room within three days. If the student fails to do so, the room will be locked and sealed by the security and the student shall also be liable to pay the fine as prescribed by the University, within 8 days.

The seal will be removed and lock will be opened only after the payment of penalty. If a student fails to pay the penalty, the hostel administration will remove the lock and open the seal of the room and the belongings of the student will be confiscated in the presence of security, representatives of hostel office and other two hostels students. The hostel office/University will not be responsible for any loss/damage of belongings of the student.

- (4) The University reserves the right to terminate the occupancy of the student for any wilful disobedience or defiance of authority, non-observance or frequent violation of hostel rules and regulations, causing damage to person or property or indulging in anti-national, undesirable or political activities. In such cases the deposit shall be forfeited and fees will not be refunded.

7. Hostel Administration:

- (1) The gate of hostel will remain open from 6 a.m. to 10.00 p.m. on all days of the week.
- (2) Timing for 'Late Pass' is up to 12.00 midnight. Only three late passes are allowed in a month.
- (3) Student shall take a prior permission of the Warden for celebrating any festivals and birthdays. Birthdays should be held in a common place for one to two hours between 8.00 p.m. and 10.00 p.m.
- (4) If a student needs to take more than three late passes for any academic reason in a month, a special permission can be granted by the warden, if a letter duly signed by the teacher concerned is produced by the student.
- (5) Timing for submission of the "Out Pass" and the "Late Pass" application form are from 9.00 a.m. to 7.30 p.m.

- (6) Consecutive defaulters entering in the hostel after 12 midnight will be penalised. In such cases, there will be cancellation of further approval of late passes or the hostel admission will stand cancelled and the parents/guardian will be informed.
- (7) Students are not allowed to keep vehicles while staying in hostel.
- (8) For security reasons, officials of the University may inspect/check hostel room or belongings of the students at any time of the day or night.
- (9) Complaints related to the loss of personal articles including any vehicle will not be entertained by the University or hostel.
- (10) In the interest of privacy and safety of students, external/internal personnel attending to the repairs will be permitted between 10.00 a.m. and 7.00 p.m. only. Any such male personnel will be permitted in Ladies Hostel only in presence of a woman hostel attendant/superintendent.
- (11) Ensuring safety of personal belongings will be that of the students. The University will not be responsible for any loss, damage, theft, etc.
- (12) Suggestions and complaints should be either deposited in the “suggestion Box” or should be entered in the “Suggestion Register” kept in the hostel premises, Suggestion form is also available in the Hostel.

8. Disciplinary Action:

- (1) A student shall be liable for the disciplinary action for wilful disobedience or defiance of authority, for non-observance or frequent violation of any of the conduct rules/code or hostel rules and regulations, for indulging in undesirable activities such as ragging, physical assault, etc. or for indulging in anti-national or political activities or for causing damage to person or property or for committing any act of indiscipline or misconduct.

(2) All powers relating to disciplinary action against the students residing in the hostel shall vest in the Vice-Chancellor of the University. However, the Vice-Chancellor may delegate his disciplinary powers to the Warden.

9. Amendment and Interpretation of Regulations:

(1) The University may alter, suspend, and/or amend any of these Regulations, any time without any prior intimation. Students are deemed to have read these Regulations and to have agreed to be bound by them, including any changes that may be made therein, from time to time.

(2) The interpretation of these Regulations by the Vice-Chancellor shall be final and binding on all the concerned.

Ref. : EC:15:09

Date : 6th July 2019

Registrar