

HOSTELS ON THE CAMPUS

A hostel is a home away from home. Aware of the special needs and requirements of students, who come from far-flung places to this centre of learning, the Panjab University tries to provide them a safe, secure and affordable accommodation.

There are sixteen Residence Halls for students on the campus, 8 for boys and 9 for girls. These Halls, which accommodate about 5900 students, are named after eminent men and women, historical personalities and personages: Mehar Chand Mahajan, G.C. Chatterji, Shanti Swaroop Bhatnagar, Vallabh Bhai Patel, Lala Lajpat Rai, Justice Teja Singh Samundari, Swami Vivekananda, Baba Banda Singh Bahaur, Mata Gujri, Laxmi Bai, Sarojini Naidu, Kasturba Gandhi and Savitri Bai Phule, Mother Teresa, Bebe Nanki, Florence Nightingale, which played an important role in shaping the destiny of world and left footprints on the sands of time.

The University Hostels take pains to give its students a neat and clean environment and a comfortable place to live in. There are Wardens and attendants on duty round the clock. Each hostel has a dining hall and canteen, several desert and water coolers, a visitors' lounge, and invariably an outdoor court for badminton, volley ball etc. The mess provides a balanced diet at reasonable rates. The Common Room is fairly well equipped with current magazines and newspapers. There is provision for indoor games, LCD TV and music system. More recently internet connectivity through wi-fi and cybre café has been provided in each hostel.

Architecturally, the hostels are aesthetically laid out with plenty of open space and a lot of greenery. The rooms are comfortable, fitted with fan, lights and hard furniture. Each wing of the hostel has several verandahs and balconies.

Comforts are important but they are not enough. Man is a social animal and needs to interact with others. The resident students are encouraged to participate in cultural and social activities. Colourful evenings of song and dance are not unusual on the campus. Talent shows, dramatics and literary events are organized from time to time. The inmates of a hostel are encouraged to live in harmony, like one big family, lending each other a helping hand whenever required, mutually cooperating to make hostel life a rich and fruitful experience.

There is no doubt that during these formative years in the hostel, life-long bonds are created and friendships cemented. This is a time, which will stand out in the memory as a golden period. University experience is an important milestone in an individual's life, the stepping-stone to an adult life of responsibility and care. The hostels of Panjab University try to provide an ideal atmosphere for a healthy, all round development of personality and a launching pad for a glorious career ahead.

Living in a hostel presupposes high degree of integrity, consciousness, cooperation, tolerance and hard work for a bright future and good image of our institution.

RULES FOR THE RESIDENT STUDENTS

(Effective from the 1st day of opening of the University after the summer vacation)

General Rules

Admission :

1. All rights of admission to the University hostels are reserved with the Dean Student Welfare. No student can claim admission as a right.
2. **ORDERS/DECISIONS NOTIFIED FROM TIME TO TIME, BY DEAN STUDENT WELFARE/ WARDEN, WILL BE BINDING ON THE RESIDENTS.**
3. (a) Admission to the students in the University hostels will be made by the Chairpersons of the respective Teaching Departments. The students are required to submit to the department concerned the forms for admission to the hostel within 3 days from the date of admission in the Department, for allocation of hostel accommodation, after when his/her seat in the hostel shall stand forfeited and will be allotted to the next student in the waiting list.
(b) In case a student shifts from one Department to another, his/her seat in the Hostel should be cancelled by the Chairperson of the Department with intimation to the concerned hostel Warden. He/She shall apply afresh for hostel accommodation in the Department where he/she is admitted.
4. Admission shall be sought afresh in the beginning of every academic session. A student may be refused admission if his/her conduct during his/her earlier stay in any of the hostels was not satisfactory or he/she was a defaulter.
5. Any student alleged to be involved in any misconduct will be liable to be suspended from the University and on proving the commission of misconduct the student shall be liable to be expelled from the University. The student aggrieved from the decision of the University shall be entitled to appeal to a Standing Committee to be constituted for the purpose by the Vice-Chancellor, of which a retired High Court Judge shall be the Chairman.
6. Once a student has indulged himself in the mis-conducted in any manner whatsoever on the University Campus and action taken against him, he shall not be entitled to admission in any Department of the University and for this purpose a separate web-site be created by the University so that the Head of the Department while granting admission is able to check whether the student seeking admission is entitled to admission on account of his previous mis-conduct. The Head of the Department shall ensure checking the web-site before granting admission and shall give a certificate on the admission form to that effect.
7. Day scholars (including those coming from Mohali and Panchkula), students studying in the evening classes (except law students who are not in any service/profession/occupation), students of part-time courses and correspondence courses, Diploma/Certificate courses upto one year duration, college students and employees are not eligible for admission to the hostels. In case a student, after being admitted to the hostel, shifts to the evening class or joins service/profession or ceases to be a student of the dept., or ceases to be eligible for hostel accommodation, he or she will have to vacate the hostel within 3 days from the date he or she becomes ineligible.
8. No student can seek admission to more than one hostel during an academic session.
9. An incorrect statement/address filled by the student in the hostel admission form would result in cancellation of admission and confiscation of securities.

10. (a) Students who, after passing the professional course, seek admission in the non-professional post-graduate degree course, shall not be considered for allotment of Hostel accommodation.
- (b) No student will be permitted to stay in the hostel who has completed his/her post-graduation in one subject (e.g. a student after completing one M.A. from any University and seeking admission in another M.A. shall not be entitled for hostel accommodation). In other words, hostel accommodation for parallel course will not be permitted.
11. (a) In case student has failed or not appeared in examination in the last academic session, he/she will not be allowed the hostel accommodation in the next year.
- (b) A postgraduate student, who has not cleared (dropped/failed) his examination, will not be entitled to the hostel facility in future.
- (c) An undergraduate student who is not promoted to the next class will not be eligible for hostel accommodation.
- (d) Students securing less than 50% marks will be given hostel accommodation, subject to its availability.
12. A person who is in employment, in profession or in any other whole-time occupation other than in status for the course for which he has sought admission in the University shall not be entitled for hostel accommodation.
13. **Only a bonafide student will be permitted to avail hostel facility and for that purpose the Warden concerned will send quarterly list of the residents of a particular Department for verification by the head of the Department.**
14. The hostels (including messes/canteens and common rooms) shall remain closed during the summer vacation for a period as specified by the D.S.W. The residents will vacate the hostel rooms within 3 days of termination of their examination. In case the room is still not vacated, it will be locked by the hostel authorities till the possession of the room is handed over/taken over and a fine equal to daily charges corresponding to extending stay without permission will be imposed.
15. (a) Research Scholars, M.Phil., M.A.II, M.Ed., M.Sc.II and LL.M.II students, who have to continue their projects, dissertations etc. may be permitted to stay in the hostels during the summer vacation on the specific recommendation of the Chairpersons and Supervisors.
- (b) Foreign students studying in University Departments and who are not in the final year may be allowed to stay in the hostel during the summer vacation on continuation charges. Final Year foreign students may be permitted to stay on payment of daily charges on the recommendation of Dean Foreign Students.
- (c) **The residents of on going classes who are to undertake summer training/summer placements as a part of their course requirement during the summer vacation can stay in the Hostel on normal room rent on production of a certificate to that effect from their respective Chairpersons. However, they will be required to seek admission to the Hostel afresh on the reopening of the University after summer vacation as per the normal practice.**
16. Residents shall see the DSW/Warden in the Office during the fixed hours only. In case of emergency, the Chowkidar on duty should be sent to the DSW's/Warden's residence.
17. All bona fide students will be considered for Hostel accommodation only for the duration of their respective courses of study. However, the extension, if any, can be granted on the basis of

valid reasons duly supported with documents and recommendation of the Chairperson of the concerned Department. Such extension can be granted by the D.S.W. on Guest charges.

18. Late admission to the hostel shall be subject to the prior permission of the DSW. Late admission means any admission after the last date of admission in the University as specified by the University from time to time.

19. **Research Students:**

- (a) The hostel accommodation to the Ph.D. Research Scholars will be allotted for a period of 3 years from the date of their enrolment initially extendable upto 1 year on the approval of grant of extension in their Ph.D. programme by the competent body/authority.
- (b) The Ph.D. students will have to submit an affidavit duly forwarded by the Chairperson of the concerned Department that the Ph.D. student is working for full time and not doing any kind of job or side business and the scholar actually needs the hostel accommodation to pursue the research work.
- (c) The quarterly progress report will have to be submitted by the Ph.D./M.Phil. students to the DSW/Warden concerned through the supervisor, duly attested by the Chairman of the Department;
- (d) All students enrolled for Ph.D. will be given hostel accommodation on sharing basis till registration and no extension shall be given to them on any pretext except for the UBS pre-Ph.D. students.
- (e) All M.Phil. students seeking hostel accommodation shall be provided the same on sharing basis only.
- (f) All registered Ph.D. students shall be provided separate room facility after registration in the hostels upto a period of 3 years from the date of enrolment initially, extendable upto 1 year on the approval of grant of extension in their Ph.D. programme by the competent body/authority. However, the single room allotment cannot be claimed as right but will be subject to availability of rooms at that time.
- (g)
 - (i) Those Research Scholars who are getting house rent or are entitled for house rent will pay the amount to which they are so entitled to the hostel as rent if they wish to stay in the hostel.
 - (ii) Research Scholars who are getting fellowships and are paying the rent equivalent to the house rent claimed by her/him can pay their rent on monthly basis.
- (h) Research Scholars shall vacate the hostel within 3 days of submission of their thesis/ dissertation. Research Scholars shall not be entitled to stay in the hostel after the submission of thesis. However, hostel accommodation may be given to them for viva-voce for not more than 7 days immediately before the date of viva-voce.
- (i) Extension of stay to Research Scholars, M.Phil., LL.M. for writing dissertation will be subject to the production of extension letter from appropriate authority to that effect, clearly stating the period of extension.
- (j) Foreign students joining Research leading to Ph.D. degree must attach a copy of "Research Visa" before he/she is admitted in hostel.
- (k) Students engaged in any trade/profession/service/registered with Bar Council of India for pursuing law practice in Courts are not entitled for Hostel accommodation.

Responsibilities

Living in a hostel pre-supposes a high degree of integrity and consciousness as a member of a community. It entails a moral responsibility upon a resident to:

- (i) see that no damage is done to the hostel property.
- (ii) make every effort for peaceful co-existence maintaining the decorum, and
- (iii) observe all hostel rules meticulously in letter and spirit.

Any violation of rules and directions will be subject to strict disciplinary action, which in extreme case/s may lead to expulsions, forfeiture of the securities of such resident/s and his/her right to future admission. All residents of hostels in whatever capacity they may be staying in the hostel shall be bound to observe hostel rules and shall be liable to fine or other disciplinary action for any violation of hostel rules similar to that of regular student residents.

- 20. Residents should be properly dressed while going to common room, dining hall or hostel office, failing which it will be considered an offence and a fine may be imposed as decided by the Warden.**
21. Residents should not keep cash or jewellery or other valuables in their rooms. The risks and responsibility for the safety of their belongings including Mobile Sets/Laptop/Desktop/Audio system will be entirely that of the residents. Residents are advised to take an insurance policy against theft and fire. Use of strong and reliable lock is recommended.
22. If an outsider is found illegally living in the room of a resident, the resident shall be liable to (a) expulsion from the hostel; (b) forfeiture of securities; (c) a fine of minimum of **Rs. 1000/-**; (d) daily charges from the date of illegal occupation of the room to be determined by the Warden and (e) be debarred for seeking admission in any of the University hostels and this will be communicated to his/her parents/guardian.
23. In case of non-payment of dues in time or violation of any hostel rule by a resident, the Warden may get his/her room locked or opened for possession without any liability whatsoever. The belongings shall be transferred to the store. If the dues are not cleared within 3 months of the taking of possession of the room, the belongings may be auctioned and the proceeds adjusted against the payment of the hostel after one year.
24. Every resident shall be responsible for the safety of the furniture/other articles given to him/her. Furniture is neither to be removed from one room to another nor be carelessly kept outside the room to be exposed for damaged. Anybody indulging in this practice will be liable to a disciplinary action (including fine upto minimum Rs.50/- per article). Replacement of a cot and recaning of a chair during a session will be done only on payment of Rs. 100/- and Rs. 50/- respectively.
25. (a) No vehicle without stickers, issued by the Warden & DSW Office, should be permitted to be parked in the hostels.
- (b) The residents shall park their cycles/motor vehicles in the *Parking Area of the hostel* on payment of the prescribed parking fee. Defaulters will be fined Rs.80/- in addition to normal charges.
- (c) Registration number of *the vehicles* of the residents must be entered in the register with the Chowkidar of the hostel failing which a fine would be imposed. *Vehicles of guest will not be allowed to be parked inside the hostel.*

26. THE HOSTEL WILL NOT BE RESPONSIBLE FOR ANY THEFT, DAMAGE AND LOSS OF A CYCLE/SCOOTER/MOTOR-CYCLE/MOBILE SET/DESKTOP/LAPTOP/COMPUTER/ AUDIO/ VIDEO SYSTEM ETC. THE RESIDENTS ARE ADVISED TO GET THEIR VEHICLES/DESKTOP/ LAPTOP INSURED AGAINST LOSS, THEFT AND FIRE.
27. AS PER SUPREME COURT RULING SMOKING AT PUBLIC PLACES IS A PUNISHABLE OFFENCE. Smoking is strictly prohibited in the hostels including Mess Canteen Areas. Defaulters will be fined Rs.500/- per offence.
28. In order to curb the drug menace in the hostels, those found indulging in taking intoxicants, drugs and any such banned materials shall be expelled straightway from the hostel. They shall not be given admission in any other hostel in future.
29. THE TELEPHONE IS MEANT FOR OFFICE USE ONLY.
In case of emergency the residents may use the phone (on prescribed charges) after making proper entries in the register meant for the purpose. Any resident misusing the telephone shall be fined upto Rs. 100/-.
30. Acts of indiscipline, misbehaviour, gambling, use of intoxicants in the hostel premises including rooms shall be severely dealt with. A resident guilty of any of these shall be liable to expulsion or a fine upto Rs. 500/- or both. Any resident found in possession of any weapon shall be liable to fine of Rs. 1000/- and/or expulsion and the matter shall be reported to the Police. Further the DSW/Warden(s) may send the case of a resident who commits such an act for disciplinary action to the Chairperson concerned.
- Note :** ALL ROOMS (INCLUDING ALMIRAHS AND BELONGINGS) ARE OPEN TO INSPECTION BY THE DSW/WARDEN(S) AT ANY TIME OF THE DAY.
31. Any student opening a room by breaking the hostel lock or seal or window-panes etc. shall be liable to a minimum fine of Rs. 500/-. In case this kind of conduct is repeated, students will be liable for expulsion from the hostel.
32. Roll number for any examination will not be issued to the resident student unless he/she produces a "No Objection Certificate" from his/her respective Hostel.
33. Before leaving the hostel, every resident shall obtain clearance from the Warden and personally hand over the charge of the room and hostel property to the Chowkidar on duty. The resident will be fully responsible for any damage/loss of property. Repair charges for any damage to the furniture will have to be paid by the resident along with a minimum penalty of Rs. 500/- for not handing over the charge.
- Note :** It will be obligatory for the parents of the residents to meet the respective Wardens at least twice a year and a record of the same be maintained in the concerned Hostel.

Committees

34. For the proper democratic functioning of the hostels, several committees such as, Common Room Committee, Mess Committee, Canteen Committee etc., will be formed in each hostel by 31st August of the year. The committees will work closely in full cooperation and coordination with the Warden to enhance the image of each hostel. These committees will also make new suggestions to the administration for further improvement in the hostels and ensure the proper discipline and decorum. Every hostel will have block prefects (one from each block of hostel) who will be entrusted with the responsibility of ensuring cleanliness and up-keeping/maintenance of essential **services** and infrastructure of the respective block.

Allotment

35. (a) Rooms will be allotted by the Warden according to the plan prepared by the DSW/ Warden(s)
- (b) All undergraduate students of UIET, Chemical Engg., B. Pharmacy, B.Sc. (H.S.) 1st year, 2nd year, & 3rd Year, post-graduate students of Ist year, LL.B. Ist year, IInd & IIIrd year, Five years UILS, B.A. (Hons) Social Sciences will be provided hostel accommodation on sharing basis only.
- (c) In case of shortage of accommodation for the students in the hostels, accommodation will be provided on sharing basis only.
- (d) All M.Phil. students seeking hostel accommodation will be provided the same on sharing basis only.
- (e) A dormitory will not be allotted to a single person even on full payment. If one of the residents of the dormitory leaves, either another resident will be put in that dormitory or the resident will be moved to a cubicle, if available.
- (f) A resident cannot shift from his/her allotted room to another room within the hostel without the permission of the Warden.
- (g) Residents shall keep the hostel identity cards, duly attested by the Warden, with them and will present these on demand by the authorities. The card should be carefully preserved, as no duplicate card will normally be issued. In case of loss, it will be issued on payment of Rs. 25/-. Lamination of the Hostel Identity Cards shall be done to avoid its misuse. The residents while leaving the hostel at the end of the academic year or in the mid session must return the Card to the office of the Warden failing which the resident will have to pay Rs. 25/- before the securities are refunded.
- (h) Any person who is a defaulter of hostel dues shall not be eligible for hostel admission till he or she produces no dues certificate from the concerned Hostel Warden.

Visitors and Guests

36. (a) Male visitors shall see residents of the Girls' hostel, if need be, only in the Visitors' Room during specified hours.
- (b) Female visitors shall not visit men residents in their rooms; they can visit them, if need be, in the Guest Room upto 8 p.m.
- (c) A register will be maintained at the reception of each hostel to regulate outsiders' entry.
- (d) As a rule, guests are not permitted to stay overnight in any hostel. However, one guest may be accommodated by the residents in his/her room for a maximum period of 3 days in a month on guest charges i.e. Rs. 15/- per day. No Guest is allowed to stay in a Hostel without the prior permission of the Warden. The name of the Guest must be entered in the Guests Register with the Chowkidar with the prior permission of the Warden. Such guest will stay with the resident. In case the guest is staying in the guest room, the charges shall be Rs. 50/- per day.
- (e) Any resident having a guest without prior permission of the Warden and proper entry in guest register will be liable to minimum fine of Rs. 300/- and disciplinary action, in addition to the guest charges.

- (f) If any outsider is found staying illegally without the prior permission of the Warden/ DSW, the Warden concerned shall also be accountable for it.
- (g) Any University Teacher may be permitted to stay in the hostel temporarily on payment of daily charges by the Dean Student Welfare after due recommendation from the Chairperson.
- (h) In case of temporary allotment, daily charges will be levied and refundable Security of Rs. 1700/- must be deposited with the office.

Attendance and Leave

37. (a) **General**

- (i) Gates of Boys hostel will be closed at 10.30 p.m. and opened at 5.30 a.m. The resident will wait (if the gate is closed) for the Chowkidar to come back from his round of the building.
- (ii) All residents entering the hostel after 10.30 p.m. are to make due entries in the register maintained (for late arrivals) with the Chowkidar of the hostel.
- (iii) A resident shall, under all circumstances, inform the Warden about his/her absence from the hostel. He/she shall sign the register maintained for this purpose.
- (iv) Any student found absent from the hostel for more than two weeks without prior written *permission from* the Warden is liable to be punished. His/her hostel admission shall be cancelled alongwith a minimum fine of Rs. 200/-.

(b) **For Girls' Hostels**

- (i) Boarders in girls' hostels shall present themselves for daily roll call at 9.00 p.m.
- (ii) Hostel gate will be closed fifteen minutes before attendance and shall be opened at 5.30 a.m. in the morning. After that, LATE ENTRIES, if any, will be made in the register maintained for the purpose.
- (iii) Fines and other punishments for late entries:
 1. Late entries allowed in a month upto 10.30 p.m. : 6
(The residents will be required to intimate in writing to the Warden concerned about the place and the people visited by them during the said time. This is to be complied with strictly and failure shall attract stringent action against the erring/defaulting residents.)
 2. Beyond 6 upto maximum 10 late entries : Rs. 200/- per late entry
 3. Beyond 10 late entries: Intimation to this effect will be sent to their parents. If persisted, it would attract disciplinary action and expulsion from the hostel.
 4. Late entry between 10.30 p.m. to 11.00 p.m. : Rs. 100/- per entry
(after 11.00 p.m. entry will be allowed with the prior written permission of the Warden concerned/DSW).
- (iv) Girl students taking admission in the hostel for the first time must be accompanied by their parent/s.
- (v) Residents must enter a valid contact number and address in the home going register before proceeding on leave.

- (vi) Residents returning from home must report themselves before the roll call time. Violators will be fined as decided by the Warden.
- (vii) As per the orders of the Hon'ble Supreme Court of India, Ragging is strictly banned in educational institutions. The students found indulged in ragging shall be suspended and expelled from the Institution on proving the charges.

Food

- 38.
- (a) Hostels have facilities for lunch and dinner as well as Canteen services. A resident shall have meals in the hostel mess/canteen only.
 - (b) Residents will not enter the cooking area.
 - (c) All complaints requiring immediate action of the Warden should be made in writing through a member of the Mess/Canteen Committee.
 - (d) Facilities for cooperative and contract messes are available in the hostel. A cooperative mess will be started with a minimum strength of 70 members and each member of the cooperative mess shall pay an advance of Rs. 1300/-, which will be adjusted against his last bill of the session. The Secretary of the cooperative mess shall screen the enrolment of members and any defaulter with regard to the mess dues shall be the sole responsibility of the cooperative mess. Advance for not more than one month will be given for running the cooperative mess at a given time. Every member will have to give an undertaking that he will shoulder the responsibilities and observe the rules of cooperative mess. A resident changing from one mess to the other mess will have to clear the account of the first mess before being allowed by the Warden, in writing. The change will be allowed only from 1st of the month.
 - (e) Ordinarily residents will take food in the hostels. The residents are required to take at least 15 diets per month failing which a minimum charge of 15 diets is to be paid by them (10 diets to be paid to the contractors and 5 diets towards the Mess Development Fund) in the messes where they are residing. In exceptional cases, the DSW/Warden may give permission for lodging only. Such residents shall pay Rs. 30/- (Rs. 15/- for mess and Rs. 15/- for canteen) per month as amenity charges in addition to the usual fee.
 - (f) Each resident will contribute charges of two ordinary diets per month (alongwith the mess bill) one towards food subsidy and one towards mess development fund.
 - (g) Guests, with the permission of the Warden, may be served meals on a surcharge of Rs. 2 per diet. Fifty per cent of the surcharge shall be deposited in the Mess Account and the remaining fifty per cent shall be paid to the mess contractor. No resident is allowed to have more than 40 guest diets in a month.
 - (h) It will be obligatory on the part of the residents to inform the contractors/Cooperative Mess Secretary/Wardens before hand if they want to miss a meal so as to avoid the wastage and loss. A register for this purpose will be available with the contractor wherein the residents should enter the information about missing the meals. A resident who is absent without leave from the warden may miss meals for not more than seven days in a month.
 - (i) Cooking in the rooms is strictly prohibited and defaulters will be fined a minimum of Rs. 300/- each time for a default, in addition to the fine for use of a heater, if any, and its confiscation.

- (j) No meals will be served in the rooms except in cases of illness or any other justified reason and that too with the permission of the Warden. Residents as well as contractors will be fined Rs. 100/- for violating this rule each time. Meals should be taken only in Dining Hall.
- (k) Complaints, if any, against the conduct of the contractors/servants may be made by the residents to the Warden in writing. No complaint about mess/canteen etc. shall be entertained if the complainant himself/herself is a defaulter.
- (l) A resident of the hostel cannot take his/her meals as a guest of another resident of the same hostel.
- (m) Messes, Canteens and Common Rooms will remain closed after 2.00 p.m. on the following days :
 - Republic Day
 - Holi
 - Independence Day
 - Inaugural Function Day
 - Gandhi Jayanti
 - Dussehra
 - Diwali
 - Guru Nanak Dev's Birthday
 - Christmas Day
 - Hostel Annual Day

Food Subsidy/Scholarships

39. (a) At the beginning of the session, applications will be invited from the needy and really deserving resident students for the award of food subsidy.
- (b) The concession will be discontinued if and when the recipient violates any of the hostel rules.
- (c) The recipients of the concession will be bound to do some duty/work in the hostel as may be assigned by the Warden.
- (d) The office of the DSW is providing following subsidies/financial assistance/scholarships to the Campus students:-
 1. Need Based Assistance, Need-cum-Merit and Handicapped Scholarships: These scholarships are paid for nine months in a year to the Panjab University Campus students recommended by the Chairpersons on the basis of conditions laid down for the award out of "Students Scholarship Fund".
 2. Sports Scholarship: This scholarship is awarded on the basis of the grading done by the Sports Department based on the performance of P.U. Campus students in various sports activities. This scholarship is paid for nine months in a year out of "Students Scholarship Fund".
 3. Extra-Mural Activities Scholarship: This scholarship is paid out of the "Amalgamated Fund". The performance of the campus students in various Extra-Mural activities like debates, seminars, one act plays etc. is the deciding factor for award of this scholarship. This scholarship is a fixed amount to be decided by the Vice-Chancellor on the recommendations of the Committee.

4. Financial Assistance: Financial assistance is paid out of “Poor Students Welfare Fund” to the Panjab University Hostel residents.

Electricity

40. (a) Residents are not allowed to use more than one electric bulb (upto 100 W). They must switch off the light/fan while going out of the rooms. The defaulters will be fined a minimum of Rs. 50/- for each offence.
- (b) Residents are not permitted to use/keep any kind of electric appliances such as electric heaters, electric rods, electric irons, table fans, T.V. etc. in their rooms. Defaulters will be fined a minimum of Rs. 250/- for each offence.
- (c) Room cooler and Personal Computer may be used by the residents with the permission of Warden on payment of Rs. 200/- p.m. & Rs. 150/- p.m. respectively for each component and Rs. 100/- p.m. for use of Laptop.
- (d) Residents will not tamper with or damage the electrical and sanitary installations. The cost of repairs/replacement due to any damage done to them, will be realized from the resident/s in addition to fine which may be imposed by the Warden.
41. (a) Hostel fees will be charged from all the residents quarterly (for three months at a time) in the following installments :
- | | | |
|------------------------------------|---|---------------------|
| (i) First Quarter (on admission) | : | July to September |
| (ii) Second Quarter (in September) | : | October to December |
| (iii) Third Quarter (in December) | : | January to March |
| (iv) Fourth Quarter (in March) | : | April to June |
- (b) Residents getting admission to hostel at any time during the month will be charged full fee for the month, however, they will be charged 15 days if they leave after the termination of their University annual examination before the middle of the month. All research scholars/fellows getting a fellowship will be treated at par with other students.
- (c) Securities (Hostel Mess and Canteen) will be refunded to a resident only after he/she has cleared all the dues and properly handed over the possession of the room. Securities will not be adjusted against the bills. Application for refund of securities alongwith a certificate from the Chairperson regarding the date of leaving the Department/last date of examination and the hostel identity card will be submitted three days before the intended date of leaving the hostel (when his/her mess/canteen accounts will be closed and he/she will eat on cash payment). If need be the Security Cheques can be sent by post by the Hostel Office after deducting postal and service charges.
- (d) The students who take admission in the hostel but fail to take the possession of the Room, the room rent will be deducted upto the period he informs to the Warden in writing. He will be given refundable securities after deducting the charges pertaining to the minimum diet and Mess/Canteen Charges etc. as per rules.

THE SECURITIES WILL STAND LAPSED AFTER ONE YEAR OF LEAVING THE HOSTEL

Hostel, Mess and Canteen Dues and Fines

42. Resolution of the Senate : All residents of the University Hostel shall be required to clear all dues including the Hostel, mess and canteen charges on the 15th of every month, failing which they shall be liable to disciplinary action. The Residents of the University Hostels shall not be granted fee concession and/or paid monthly scholarship unless they clear their dues by the date indicated above. Normally the fees will be collected without fine upto 15th of every month.

However, the students will have to pay Rs. 2/- per day for each bill in case of delay in paying the mess/canteen charges and hostel charges after 15th. However, the total amount of fine will not exceed the 100% of principal amount due to each bill. In case, dues are not cleared within 15 days from the last due date, the students shall be liable to pay fine of Rs. 3/- per day per bill till the bills are paid.

43. IF THE LAST DATE OF PAYMENT IS A HOLIDAY, THEN THE FEE/CHARGES WILL BE ACCEPTED WITHOUT FINE ON THE NEXT WORKING DAY.
44. If the total amount of mess and canteen dues from a resident exceeds the security deposits to mess and canteen on the 20th of the month, he/she will not be eligible for mess and canteen services after 21st of the month.
45. Admission of a resident who fails to pay the dues for two consecutive months shall stand cancelled and possession of the room shall be taken by the Warden and belongings removed to the store without any liability.
46. All residents are required to clear their hostel, mess, canteen and other dues and obtain a no-dues certificate before they take their examination roll numbers and again all their dues must be cleared before they vacate the hostel, failing which their names will be forwarded to the Controller of Examinations/Chairperson of the Department concerned for withholding the declaration of results/award of degree. Other disciplinary action, including forfeiture of their securities, may also be taken.
47. Residents are required to pay hostel charges as printed in the Handbook of Rules.

A. HOSTEL FEE (TO BE CHARGED QUARTERLY)

- A1. Hostel fees for three months @ **Rs. 375/- p.m./(@ Rs. 335/- p.m.** from SC/ST students) as detailed below :-

Rent (Not to be charged from SC/ST students vide Syndicate para 5, dated 9.12.1992)	Rs. 40 p.m.
Water Charges (if the bill is higher it will be distributed equally amongst the residents of hostel/s)	Rs. 45 p.m.
Electricity charges (if the bill is higher it will be distributed equally amongst the residents of hostel/s)	Rs. 290 p.m.

A2. OPTIONAL CHARGES

- A2.1: Parking Charges
- | | |
|------------------------------------|--------------|
| Scooter/Motorcycle parking charges | Rs. 70 p.m. |
| Car Parking Charges | Rs. 200 p.m. |
- A2.2: Additional Facility Charges
- | | |
|------------------|--------------|
| Desert cooler | Rs. 200 p.m. |
| Desktop Computer | Rs. 150 p.m. |
| Laptop | Rs. 100 p.m. |
- A2.3. Lift Charges
- | | |
|--|----------------|
| Lift charges (wherever lift facility is available) | Rs. 130/- p.a. |
| Lift Maintenance Charges (wherever lift facility is available) | Rs. 15/- p.m. |

B. REFUNDABLE SECURITIES

Hostel	Rs. 420	(Refundable)
Mess	Rs. 950	(-do-)
(Mess Security in case Co-op. Mess)	Rs. 1300	(-do-)
Canteen	Rs. 950	(-do-)
Foreign Students Hostel	Rs.2100	(-do-)
Foreign Student Mess Canteen	Rs.2100	(-do-)

C. ANNUAL CHARGES (TOTAL CHARGES = Rs.3600.0 P.A)

- C1.** General Hostel Administration Charges (Admission fee / Establishment/Development fee) **Rs. 520.0 p.a**
- C2.** Welfare Charges (Hostel Residents welfare fee / Mess-canteen servants welfare charges / poor student welfare fund) **Rs. 410.0 p.a.**
- C3. Celebrations Fund Rs.360.0 p.a**
- | | |
|---------------------------|--------------|
| Festival Celebration Fund | Rs. 50 p.a. |
| Inaugural function | Rs. 150 p.a. |
| Annual Function | Rs.160 p.a. |
- C4. Routine Hostel Maintenance Charges (Dilapidation fee/Common room fee/ Fee for usage & maintenance of fan & geysers, fee for maintenance of computer facility/crockery& utensil charges/security, sewerage, waste management fee / essential services maintenance fee) Rs. 2310.0 p.a**

FEES, FUNDS AND FINES FOR RESIDENT STUDENTS ARE AS PER DETAILED BELOW :-

- | | | |
|-----|--|------------------|
| 1. | Price of Hand Book of Rules | Rs. 40/- |
| 2. | Fine for over-staying upto 7 days | Rs. 35/- per day |
| 3. | Fine for over-staying beyond 7 days | Rs. 50/- per day |
| 4. | Daily charges for final year foreign students staying during vacations. | Rs. 50/- per day |
| 5. | Fine for smoking | Rs. 500/- |
| 6. | Fine for possession of any weapon | Rs. 1000/- |
| 7. | Fine for not returning Identity Card | Rs. 25/- |
| 8. | Fine for any vehicle found parked inside the hostel building. | Rs. 150/- |
| 9. | Guest charges | Rs.15/- per day |
| 10. | Temporary allotment on daily charges | Rs. 50/- per day |
| 11. | Fee for continuation | Rs. 35/- per day |
| 12. | Fee for ex-students staying in the hostel on sharing basis with the permission of Dean Student Welfare | Rs. 50/- per day |
| 13. | Advance for being a member of Co-operative Mess to be adjusted against last bill | Rs. 1300/- |

14.	Surcharge on Guest diets	Rs. 2/- per diet
15.	Group of students staying in hostel from outstation	Rs. 25/- per head per night
16.	Students coming from outstations and staying in Hostel for training etc.	
	Room Rent	Rs. 50/- per day
17.	Final year foreign students	Rs. 50/- per day
18.	Charges for any enrolled research scholar not getting registration within one & half year.	Rs. 25/- per day (1 to 3 months) Rs. 30/- per day (4 to 6 months) Rs. 50/- per day (Beyond 6 months)
19.	Cloak room charges	Rs. 40/- per day for group of 4 students

Important Note :-

A. The hostel rent will be charged as shown against each category :

	Category of Students	Type of rent to be charged
1.	Regular Campus Students	Normal Rate
2.	(i) Registered/Enrolled Research Scholar: not entitled for House rent	Normal Rate
	(ii) Registered/Enrolled Research Scholars : Entitled for House rent	to pay the amount as per entitlement

B. **General Rules for maximum total period of stay in Panjab University Hostel/s :**

The total maximum period of stay for any student in Panjab University hostel/s from the date of admission/enrolment to the Department shall be as under:

1.	Ph.D. work	-	4 Years
2.	Masters Course	-	2 Years
3.	LL.B.	-	3 Years
4.	B.A.LL.B. (H.S.)	-	5 years
4.	LL.M.	-	2-1/4 Years
5.	M. Phil.	-	1-1/4 Years
6.	B.E.	-	4 Years
7.	M.E. & M.Tech.	-	2-1/4 Years
8.	M.Sc. (H.S.)	-	2 Years
9.	B.Sc. (H.S.)	-	3 Years
10.	M. Pharmacy	-	2 Years
11.	MCA	-	3 years

- Note: (i) total stay in the hostel will be restricted to 5 years for post-graduate classes including LL.B;
- (ii) for post-graduate professional courses like Engineering and Pharmacy, including degree courses, the stay may be upto 6 years;
- C. Blind Students for Degree and Post-Graduate Degree Courses shall be provided free accommodation in the University Hostels.

IMPORTANT TELEPHONE NUMBERS :

<i>Name</i>	<i>Designation</i>	<i>Office</i>	<i>Residence</i>	<i>Inter-com</i>
Prof. B.S. Brar	D.U.I.	2541156	4652733	4292
Prof. Naval Kishore	D.S.W.	2541596	2546889	4565, 4254
Prof. Kalpana K. Mahajan	D.S.W. (W)	2541596	2541999	4573
Sh. Devinder Marwaha	D.R.	2541596	2273203	4565
Mrs. Ekta Bajaj	Dietician	2541176	2578478	4570
Prof. Bhupinder Singh Bhoop	Dean Alumni Relations	2541881	2727575	4575
Prof. Naval Kishore	Dean International Students	2541873	2546889	4574

BOYS HOSTELS :

Dr. Jatinder Grover	Warden, Hostel-1	2541313	9855425672	4670
Dr. Harish Kumar	Warden, Hostel-2	2541312	9815964121	4671
Dr. M.C. Sidhu	Warden, Hostel-3	2541310	2540008	4672
Dr. Karamjeet Singh	Warden, Hostel-4	2541092	2541307	4027
Dr. Ashok Kumar	Warden, Hostel-5	2541060	9779288610	4028
Dr. Gurmeet Singh	Warden, Hostel-6	2541316	2541315	4029
Dr. Yog Raj	Warden, Hostel-7	2541081	2720028	4030
Dr. Emanuel Nahar	Warden, Hostel-8	2541715	2726868	4426

GIRLS HOSTELS :

Dr.(Mrs.) Indu Chhabra	Warden, Hostel-1	2541049	2728410	4482
Dr.(Mrs.) Navjot	Warden, Hostel-2	2541439	9814810471	4483
Dr. (Mrs.) Madhuri Rishi	Warden, Hostel-3	2541929	2691494	4382
Dr. (Mrs.) Sabina Salim	Warden, Hostel-4	2541562	98149-58419	4383
Dr. Gurmeet Kaur	Warden, Hostel-5	2541261	2612412	4975
Dr. Navleen Kaur	Warden, Hostel -6	2783814	9888912655	4378
Dr.(Mrs.) Navdeep Kaur	Warden, Hostel-7	2720047	2720747	6193
Dr. (Mrs.) Komal Marwaha	Warden, Hostel-8	2710780	2544107	6141
Dr. Ravinder Kaur	Warden, WWH	2727198	2540257	4198

Health Centre/Enquiry/Security Office

Dr. Davinder Dhawan	C.M.O.	2541722	2710870	4477, 4474
Dr. Rakesh Khullar	Surgeon	2541722	2541774	4479
Dr. B.S. Lal	M.O.	2541722	2546173	4480
Health Centre Office/Reception		2541722	-	4475, 4476
Panjab University Enquiry		2534817	-	4817, 4818, 4819
Chief University Security		2543289	-	4289, 4891

IMPORTANT NOTES

Before you submit the form for admission to the hostel, make sure that:

1. All columns have been filled with correct information.
2. You have 4 copies of your recent passport size photograph duly attested by the Chairperson of your Department.
3. You have adequate funds to pay the dues.
4. You have stamped envelope bearing correct and complete address of your parents/guardian.
5. You have an attested copy of the marks obtained in the last University examination from your Head of the Department/Institution (attestation can be got done on the admission form).
6. You have read all the rules and regulations for the Hostel Residents.
7. Incomplete Form shall not be entertained. Entries in the form shall be verified. Wrong entries shall lead to cancellation of Hostel Admission.
8. You have attached a copy of your residence proof.

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D\1 : (96)-12,000+4 P./24-6-2011

List of students involved in Ragging & Punished during the session 2009-10 :-

Date/Place	Name of the Student/Punishment Awarded
31.7.2009 Boys Hostel No.2	F.I.R. lodged and remanded under judicial custody.
2.9.2009 SSGPURC, Hoshiarpur	<p><u>Dinesh Kumar</u> :</p> <ul style="list-style-type: none"> (a) Expelled from Hostel for the remaining period of the course. (b) Debarred from attending Academic Activities for 10 working days. (c) Debarred to appear in 1st MST Exam of the current semester as well as in the 1st MST Exam of the 8th Semester. (d) an Affidavit from his parent from 1st Class Magistrate that he will not indulge in future in such kind of incident. <p><u>Sumit Gulati</u> :</p> <ul style="list-style-type: none"> (a) Expelled from Hostel for the remaining period of the course. (b) Debarred from attending Academic Activities for 10 working days. (c) Debarred to appear in 1st MST Exam of the current semester. (d) an Affidavit from his parent from 1st Class Magistrate that he will not indulge in future in such kind of incident. <p><u>Manish Naryal</u> :</p> <p>to submit an affidavit from is parents attested by 1st Class Magistrate to the effect that their ward will not indulge in ragging incident in future.</p>
11.9.2009 SSGPURC, Hoshiarpur	<p><u>Ajay Bicka, Anil Kumar Aneja, Rajiv Kumar & Sugandh Koul</u> :-</p> <ul style="list-style-type: none"> (a) Debarred from attending MST Exam (BE). (b) An Affidavit submitted from the parents from the 1st class Magistrate to the effect that their ward shall not indulge in future in ragging incident. <p><u>Tapinder Singh & Pawan</u> :</p> <ul style="list-style-type: none"> (a) Debarred from Law Presentation. (b) An Affidavit submitted from the parents from the 1st class Magistrate to the effect that their ward shall not indulge in future in ragging incident.

On the basis of mishappenings last year, all the new entrants as well as old ones also are sincerely advised not to indulge themselves in any Ragging activities, which on detection, will definitely lead to expulsion from the University and even filing an F.I.R. against each individual, as per the provision of recommendations made by Lyngdoh Committee.

Ragging is
STRICTLY
PROHIBITED
and
TREATED AS
COGNIZABLE
OFFENCE

It can lead
to

Fine and/or Expulsion
from
Hostel/University

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Price : Rs. 40/-

Prof. Naval Kishore (Department of Geology)	Dean Student Welfare
Prof. Kalpana K. Mahajan (Department of Statistics)	Dean Student Welfare (W)
Dr. Jatinder Grover (U.S.O.L.)	Warden, Boys Hostel No. 1 Mehar Chand Mahajan Hall
Dr. Harish Kumar (Department of U.I.E.T.)	Warden, Boys Hostel No. 2 G.C. Chatterji Hall
Dr. M.C. Sidhu (Department of Botany)	Warden, Boys Hostel No. 3 Shanti Swaroop Bhatnagar Hall
Dr. Karamjeet Singh (Department of U.B.S.)	Warden, Boys Hostel No. 4 Vallabh Bhai Patel Hall
Dr. Ashok Kumar (Department of Hindi)	Warden, Boys Hostel No. 5 Lala Lajpat Rai Hall
Dr. Gurmeet Singh (Department of Physical Education)	Warden, Boys Hostel No. 6 Justice Teja Singh Samundari Hall
Dr. Yog Raj (Department of Punjabi)	Warden, Boys Hostel No. 7 Swami Vivekananda Hall
Dr. Emanuel Nahar (U.S.O.L.)	Warden, Boys Hostel No. 8 Baba Banda Singh Bahadur Hall
Dr. (Mrs.) Indu Chhabra (Department of Computer Science)	Warden, Girls Hostel No. 1 Mata Gujri Hall
Dr. (Mrs.) Navjot (Department of Political Science)	Warden, Girls Hostel No. 2 Laxmi Bai Hall
Dr. (Mrs.) Madhuri Rishi, (Department of Environment Studies)	Warden, Girls Hostel No. 3 Sarojini Naidu Hall
Dr. (Mrs.) Sabina Salim (Department of U.I.L.S)	Warden, Girls Hostel No. 4 Kasturba Gandhi Hall
Dr. Gurmeet Kaur (Department of Geology)	Warden, Girls Hostel No. 5 Savitri Bai Phule Hall
Dr. Navleen Kaur (Inst. of Educational Tech. & Voc. Edu.)	Warden, Girls Hostel No. 6 Mother Teresa Hall
Dr. (Mrs.) Navdeep Kaur (Deptt. of Indian Theatre)	Warden, Girls Hostel No.7 Bebe Nanki Hall
Dr. (Mrs.) Komal Marwaha (Dr Harvansh Singh Judge Institute of Dental Sciences & Hospital	Warden, Girls Hostel No.8 Florence Nightingale Hall
Dr. (Mrs.) Ravinder Kaur (Deptt. of Geography)	Working Women Hostel

Message

It gives me immense pleasure to welcome the students to the Panjab University Hostels. I congratulate you for getting admission in a premier and world fame Educational Institution Panjab University, Chandigarh. Hostel is like 'Home away from Home' and you will realize a real feel of home while enjoying the rich experience of residing in the University Hostels. The Hostels, providing an enviable and study-friendly environment to the residents, are situated in serenity with lush and green sprawling lawns.

Panjab University having at its portal 17 Hostels – eight for boys and nine for girls, boasts to be the best ones in any University in the region. Our endeavour is to accommodate as much students as possible but since number of students outnumber the seats in the hostels, the candidates may have to share the rooms but not at the cost of quality of comfort of stay. We have more recently added much sought after wi-fi system through internet enabling technique & cyber-café to all the Hostels and modern common room facilities to help students pursue their study/research and get going recreational. Gymnasium and other sports motivating facilities for keeping the residence fit and fine, exist in all the hostels.

Special due care and attention is paid on the hygiene and quality of food which is provided to the residents at much economical rates on almost 'no profit no loss' principal keeping their health and welfare uppermost in mind. With a view to further enhance the culinary skills of cooks of all the hostels/canteens and to equip them with hostel mess/canteen management on modern lines, they are, from time to time, provided short-term trainings at a reputed Hotel Management Institute in Chandigarh. The Wardens ensure that the residents are given a homely, healthy and peaceful atmosphere with complete security. The provision for financial Assistance and food subsidy exists in hostels for the welfare of the residents.

While enjoying the hostel life, it becomes the prime duty & foremost responsibility of all the residents that they must keep the University campus free from polythene & smoke to ensure pollution free eco-friendly environment and refrain themselves from indulging in violence and ragging to evade from expulsion from the hostel and Department as well. They are further exhorted to obey the traffic rules and do not resort to triple riding, rash and reckless driving to avoid accidents on the Campus.

I again extend my best wishes to you all and wish you a comfortable stay in the Panjab University Hostels and accomplishment of your ultimate goal but at the same time it is expected that you will lead a disciplined stay while complying with the rules of Hostels in their letter and spirit without indulging in any nefarious and unlawful act which may not only land you in trouble but may also cast a shadow over the fair name and fame of the Institution.

(Naval Kishore)
Dean Student Welfare



Message

At the outset I must congratulate you on your getting admission in the Panjab University, one of premier universities in the world. And I welcome your decision to stay at the hostel.

The hostel life provides a good and studious environment to motivate a student to study and explore the boundaries of education. But it calls for self-discipline which can patently be imbibed and tested in a hostel life, where one lives with full independence, particularly from the close guarded eyes of the parents.

Hostel life offers many experiences which could not be clued-up in home life. In turn, it gives a student altogether a new family devoid of blood-relations. In fact hostel is a miniature replica of the world outside where students with different temperaments, living style, language and outlook stay together. Hostel life not only develops the spirit of healthy competition, but also teaches the lessons of mutual cooperation, accommodation, adaptation and sacrifice.

Of course, for the students who are tempted to indulge in activities which are socially and morally unaccepted, stringent actions are taken as per the rules and regulations.

Nonetheless, I am sure the hostel life will give you an enriching experience and eventually pave the way for your leading a higher standard of life and living.

Kalpana K Mahajan
Dean Students Welfare (Women)

Message

