



Kumaraguru Institute of Agriculture

(Affiliated to Tamil Nadu Agricultural University, Coimbatore)

Sakthinagar – 638 315, Erode District

STUDENTS HOSTEL

Rules & Regulations



2017

PREFACE

The general rules and regulations governing hostel administration are outlined for uniform and transparent handling of various issues related to the students hostels. In this sense, this booklet will serve as a basic framework for effective administration of the hostels.

In case of difficulty in interpretation of any rules or regulations, clarity may be sought from the Warden / Deputy Wardens, who will resolve such issues in consultation with the Chief Warden ie. Dean.

Management reserves the right for changes, additions or deletions in the rules and regulations as and when required.

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1. HOSTEL ADMINISTRATION

The following Staff constitute the Hostel administration:

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|----------------------------------|---------------------------------------|
| i. Chief Warden (Dean) | viii. Residential Tutor (Boys Hostel) |
| ii. Warden | ix. Residential Tutor (Girls Hostel) |
| iii. Deputy Warden (Boys Hostel) | x. Mess Manager (Boys Mess) |
| iv. Deputy Warden (Girls Hostel) | xi. Mess Manager (Girls Mess) |
| v. Deputy Warden (Accounts) | xii. Caretaker (Boys Hostel) |
| vi. Mess Warden (Boys Mess) | xiii. Caretaker (Girls Hostel) |
| vii. Mess Warden (Girls Mess) | |

- 1.1. The **Chief Warden** is the Dean of Kumaraguru Institute of Agriculture, who is the governing authority of the boys and girls students hostels. All the hostel staff are answerable to the Chief Warden.
- 1.2. One of the senior teaching staff, preferably a Head of the Department, will be the **Warden** for all the hostels (**Boys & Girls Hostels**). The Warden will be responsible for the administration, management and supervision of all the hostels. All the Deputy Wardens and subordinate staff will be answerable to the Warden.
- 1.3. The **Deputy Wardens (Boys & Girls Hostels)** will be nominated from the teaching staff separately for boys hostel(s) and girls hostel(s). They will be in-charge for the administration, management and operations of the respective hostels.
- 1.4. A senior teaching staff will be nominated as **Deputy Warden (Accounts)** who will be in-charge of hostel accounts. The Deputy Warden (Accounts) will be assisted by the office staff looking after accounts.
- 1.5. The Hostel Messes (Boys & Girls) will be managed by the respective **Mess Wardens**, who are nominated from the teaching faculty, and are responsible for management and operations of the messes. They will be assisted by the Mess Managers.
- 1.6. The **Residential Tutors (Boys & Girls Hostels)** will be nominated from the teaching staff separately for both the boys hostel(s) and girls hostel(s). They are in-charge for the respective hostel blocks and responsible for students discipline and behaviour in the hostels.
- 1.7. The **Mess Managers (Boys & Girls Messes)** will be non-teaching staff who are responsible for the day-to-day management of the respective messes. They will be assisted by the Student Hostel Committee members.
- 1.8. Each hostel will be supervised and managed by a **Caretaker (Boys & Girls Hostels)** who will be available in the respective hostels full-time, looking after the maintenance and upkeep of the hostels. They will be assisted by the Students Hostel Committee members.

2. HOSTEL ADMISSION

- 2.1. Hostel accommodation is available to a student, who is a bonafide student of KIA. Any student who is removed from the rolls of this college will automatically cease to be an inmate of the hostel.
- 2.2. Admission to the college is not a right for admission to the hostels and will be subject to payment of all dues and good conduct.
- 2.3. Admission into the Hostel cannot be demanded as a matter of right. Warden / Chief Warden may refuse admission into the hostel to any student. Even after being admitted, he may order the withdrawal of any student from the hostel whose character and conduct are not satisfactory or without assigning any reason.
- 2.4. Students can reside in hostel only during the duration of the course ie. four years. The academically failed students (Reappearance / Special Reappearance / Special Semester, etc.) have no eligibility to occupy the rooms in the hostel for clearance of the failed subjects.
- 2.5. Students who have serious disciplinary issues against them may not be considered for hostel accommodation during subsequent academic years.
- 2.6. Students who have contagious diseases will not be considered for hostel accommodation.
- 2.7. Students for whom their residence is more than 15 km will be considered for hostel accommodation.
- 2.8. At the time of admission of a student to the hostel and at the beginning of every year, each resident is required to submit a duly completed Hostel Admission Form, along with two latest passport size photographs with his/her signature on the photographs.
- 2.9. Any change of address / telephone number of the parent / local guardian, at any point of time, has to be intimated to the office in writing.
- 2.10. Students after registration should report to the Deputy Warden / Warden who will assign rooms. Rooms will be made available only to those students who are boarders in the messes and who have paid the hostel fees. The decision of the Deputy Warden / Warden is final in the allotment of rooms. Allotment of rooms will be done in alphabetical order. Students should stay in rooms allotted to them; otherwise they will be withdrawn from the hostel.
- 2.11. The Hostel administration will generally provide each occupant with one cot, table, chair and book rack. On arrival, a student will report to the Deputy Warden and will take possession of the room after signing the inventory of the furniture, electrical and other items in the room.
- 2.12. Room once allotted to a student for an academic year will not be changed, except on special situations with the permission of Deputy Warden / Warden.

- 2.13. The Hostel administration, in case of shortage of rooms, can allot more than the normal capacity of the room.
- 2.14. If the Hostel administration finds that any hostel resident is not eligible for hostel accommodation, and is residing in the hostel without due permission from the Deputy Warden / Warden, suitable disciplinary action will be initiated against such illegal occupants.
- 2.15. Before vacating the rooms, electrical installations and furniture should be handed over intact to the Caretaker / Hostel Manager / Deputy Warden. The student should fill up the Clearance Form and submit to the Caretaker / Hostel Manager / Deputy Warden, who will inspect the room before signing it.

3. HOSTEL CODE OF CONDUCT

- 3.1. No student has any right to occupy a room during vacation. However he/she may be permitted to stay on request, if he/she is doing any course work / project work / Institute work. The request must be submitted to the Dean through the Deputy Warden / Warden, who may approve it based on merit.
- 3.2. All residents are required to maintain standards of attire, manners and behaviour expected of students of this Institute. They are expected to behave courteously and fairly with every one inside and outside the campus.
- 3.3. All residents are required to always carry their valid Identity Cards issued to them by the college and produce it whenever demanded by authorities.
- 3.4. The rooms, common areas and surroundings of the hostel should be kept clean and hygienic. Notices / posters shall not be pasted on walls and walls shall not be defaced.
- 3.5. Rooms are allotted to each student on his/her personal responsibility. He/she should see to the upkeep of his/her room, hostel and its environment.
- 3.6. Students should bring to the notice of the Hostel Manager / Deputy Warden by making entries into the Complaints Register of any pending maintenance work (Civil, Mechanical, Electrical, Carpentry and Sanitation) to be carried out in rooms, corridors, toilets or other areas in hostel premises.
- 3.7. Students should cooperate in carrying out maintenance works and vacate their rooms completely when the hostel administration requires the rooms for this purpose. On such occasions, the management will try to provide alternate accommodation.
- 3.8. The resident of a room is responsible for any damage to the property in the room during his/her occupancy of that room, and will be required to replace/repair at their own cost the damages if any.

3.9. In case of damage to or loss of hostel property the cost will be recovered from the students who are responsible for such damage or loss, if identified, or from all the students of the wing/hostel, as decided by the Dean / Warden.

3.10. The resident shall not move any furniture from its proper allotted place and also not damage them in anyway.

3.11. Ragging of students admitted to the college is totally banned. Any violation of this by the senior students will be dealt with very severely as per the college norms and guidelines issued from time to time by the competent authorities.

3.12. Freshers should report incidents of ragging immediately. Those who do not do so even when being witnesses or victims, will be considered to be part of this offence, and will also be punished accordingly.

3.13. In the hostel premises the following are strictly prohibited:

Smoking Consumption of alcoholic drinks/drugs. Entering in an intoxicated state. Gambling	Intimidation or violence Willful damage to property Shouting and using abusive language Cooking food
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3.14. Room services are strictly prohibited. However, for students who are sick, food may be served in the room after taking permission from Residential Tutor / Deputy Warden.

3.15. Residents should not participate in any anti-national, anti-social or undesirable activity in or outside the campus.

3.16. The use of electrical appliances such as immersion heaters, electric stove / heaters are not allowed in the rooms. Such appliances, if found will be confiscated and fine will also be imposed.

3.17. The use of audio / video systems which may cause inconvenience to other occupants are not allowed. Students should not view objectionable videos.

3.18. When the students go out of their rooms they should switch off all the electrical / electronic appliances, and keep their rooms locked.

3.19. In case any student has to stay out of hostel for a day or more for any reason, he/she has to inform the Residential Tutor / Deputy Warden and take his/her permission.

3.20. Senior students of boys' hostels must make entry in the in-out register available with security guard, if they leave or enter into the hostel after 7.00 pm or any other time decided by the authorities.

3.21. First year boy students must take permission from Residential Tutor / Deputy Warden for going out of the campus for any reason, and must submit the out-pass to the security guard at the hostel gate.

- 3.22. All girl students must take the permission from Residential Tutor / Deputy Warden for going out of the campus for any reason, and must submit the out-pass to the security guard at the hostel gate. Those students who go home should return to the hostel before 7.00 pm. Students will be permitted only with the concurrence of their Parents.
- 3.23. If a girl student needs to stay out of the hostel after 7.00 pm due to any valid reason, she has to apply for and take prior written permission from the Residential Tutor / Deputy Warden.
- 3.24. Students are not allowed to be in the hostel during class hours unless permitted by the Residential Tutor / Deputy Warden after informing the Year Coordinator of the student.
- 3.25. Residents shall not play outdoor games inside their rooms or in areas around the hostels which is not designated as playground.
- 3.26. Residents proceeding on leave on any day must submit an application form duly approved by the Year Coordinator / Residential Tutor / Deputy Warden of the student with signature and office seal.
- 3.27. First year girl students will be allowed to go home during holidays, only if they are accompanied by their parents or local guardian.
- 3.28. Every fourth Sunday outing is permitted for girl students (except First Year) from morning 10.00 am to evening 5.00 pm with prior permission. It may not be allowed when classes or any other programmes are held on that day.
- 3.29. Hostel residents who wish to have vehicles inside the campus can do so with Parents permission and valid driving license. Such students need to fill a Vehicle Registration Form and submit it to the Residential Tutor / Deputy Warden / Warden.
- 3.30. Dailies, magazines and periodicals shall not be removed from the Reading Rooms.
- 3.31. Students are prohibited from collecting any money or donations for any purpose in the hostel without the permission of the Residential Tutor / Deputy Warden / Warden.
- 3.32. Only circulars / notices that are signed or countersigned by the Warden / Chief Warden shall be put on Notice Boards of hostels.
- 3.33. Mobile phones should not be used during Study Hours in the hostels.
- 3.34. Day Scholars are not allowed to enter the hostels without the permission of the Residential Tutor / Deputy Warden.

4. GUESTS AND VISITORS

- 4.1. Subject to availability of proper accommodation facility, the guest of a resident may be permitted, with the prior written approval by the Deputy Warden / Warden to stay in

the campus for not more than two days on payment of necessary charges, as fixed by the College from time to time.

- 4.2. Parents / guests are allowed to visit a student in the visitors' room in the hostel between 5.00 pm and 6.00 pm on working days, and from 9.00 am to 6.00 pm on holidays and Sundays.
- 4.3. No Parents / guests are allowed inside a student's room.
- 4.4. Violation of any of the above rules regarding stay in the hostels will lead to disciplinary action including expulsion from the hostel.

5. DISCIPLINARY MEASURES

- 5.1. Any student who is found indulging in undesirable activities such as ragging, physical assault, damage to property, causing inconvenience to other inmates, theft, playing inside the hostel premises, non-compliance of any of the hostel rules, or violation of any other college rule will be liable for the following punishments:
 - 5.1.1. Expulsion from the hostel.
 - 5.1.2. A record of his/her misconduct will be made in his personal file which may also reflect in the Conduct Certificate.
 - 5.1.3. The cost of damage will be fully recovered from him/her together with penalty.
 - 5.1.4. He/she will also be fined commensurate with the offence committed.
 - 5.1.5. No recommendations will be given to him/her for higher studies.
 - 5.1.6. He/she will be suspended/expelled from the college.
- 5.2. Availing room service or taking food or mess utensils to the room will attract disciplinary action by hostel administration.
- 5.3. Any student found to have used any or in possession of narcotic substances including Tobacco products, Alcohol, Drugs and the like, will be proceeded against legally under the **Narcotic Drugs and Psychotropic Substances Act (NDPS Act)** and will also be expelled from the hostel and college.
- 5.4. Any breach of the conduct rules or any act of indiscipline will invite an enquiry that will be conducted by the Enquiry Committee. The Hostel Administration will implement the recommendations of the Enquiry Committee. Depending on the seriousness of the case, the administration reserves the right to take direct disciplinary action, amounting to even expulsion at short notice from the hostel.

6. RESPONSIBILITIES OF RESIDENTS

- 6.1. General damage to the hostel building and property will be the collective responsibility of all the residents and the cost will be recovered from them.
- 6.2. Residents should not indulge in practices/activities, which may endanger their own personal safety as well as that of others.

- 6.3. Residents will be personally responsible for the safety of their belongings. They are advised to keep all their valuables such as jewellery, laptop, mobile phone, etc. under lock and key, and lock the room even when they are out for a short period.
- 6.4. Residents are duty bound to report to the Residential Tutor/Deputy Warden/Warden/Institute authorities in case they notice any unwanted incident or undesirable activity going on in the hostel or in the campus.
- 6.5. Residents are required to park the vehicles only in the space provided in an orderly manner. They will be responsible for any indiscipline connected with use of vehicles.
- 6.6. Students should not arrange any functions or meetings within the hostel or outside or within the campus without specific permission of the Warden/Dean.
- 6.7. Residents are required to keep the rooms and common areas clean, hygienic and presentable.
- 6.8. Any case of theft should be reported promptly to the Residential Tutor/Deputy Warden/Warden. They should not try to deal the matter by themselves, and if they do so and create trouble they will also face disciplinary action.
- 6.9. Residents are required to be in their respective rooms during the roll call from 7.00 pm onwards every day.
- 6.10. Residents are required to maintain silence after 10.00 pm. If any complaints are received about any noisy and unwanted behaviour, suitable disciplinary action will be taken.
- 6.11. If students create law and order problems outside the campus, they are answerable to the police on their own and should not involve the college name. In such cases, they will also be answerable to Hostel/College administration as per the college norms and appropriate action will be initiated against them.
- 6.12. Residents should comply with routine announced / surprise check that may be required to be conducted from time to time.

7. MESS FUNCTIONING

- 7.1. All the inmates of a hostel will compulsorily become a Member of the mess.
- 7.2. Each hostel mess (Boys and Girls Mess) will have a Students Hostel Committee consisting of one representative from each year.
- 7.3. The Students Hostel Committee will prepare the half-yearly menu in advance in consultation with Mess Warden / Mess Manager and get it approved by the Dean, and display it on the Notice Board.
- 7.4. The Students Hostel Committee will monitor the quantity and quality of food being served and ensure that the menu prepared in advance is followed by the Cook.

- 7.5. The Students Hostel Committee will ensure cleanliness of the dining area and create awareness among the diners on the importance of maintaining decorum, not wasting food, etiquette and saving water.
- 7.6. The monthly mess bill will be prepared by the office, taking into consideration the number of days for which reduction is sought (n-2 rule will be followed).
- 7.7. The refund of excess mess amount will be calculated on a yearly basis and the refund will be credited into the resident's bank account directly or will be reduced in the next academic year hostel fees payment.
- 7.8. No student can claim mess reduction unless he/she had intimated his/her absence in advance by applying for mess reduction in the prescribed form to the Residential Tutor/Deputy Warden.
- 7.9. The management of the messes concerning fixing of menu, purchase and issue of provisions for the messes, shall be looked after by the Students Hostel Committee under the guidance of the Mess Warden.

8. MESS RULES

- 8.1. The quantity of food will be unlimited except with special items.
- 8.2. Mess reduction is admissible to the residents of hostels on the following grounds:
 - 8.2.1. Approved Study Holidays and Semester Vacation declared by the Institute.
 - 8.2.2. Periods duly recommended by the Year Coordinator/Staff Advisor/PED and availed by the students for purposes such as participation in sports, competitions, seminars, educational tours, medical leave, requests from parents, attending interviews, etc.
 - 8.2.3. Any other valid reason with prior permission of Year Coordinator/Dy.Warden.
- 8.3. Application for mess reduction should be made in the prescribed form and submitted three days in advance. The application should be approved by the Residential Tutor/Deputy Warden, and handed over to the Mess Manager.
- 8.4. Students other than the Students Hostel Committee Members are not permitted to enter the kitchen or store room of the mess on any account.
- 8.5. Students are not permitted to cook any food on their own accord in the mess or in their rooms.
- 8.6. Students on no account whatsoever will be permitted to take food outside the mess. Nor can they take mess utensils such as plates, spoons, tumblers, etc., to their rooms.
- 8.7. No food will be served in the rooms of the hostel for any student unless a student's condition requires food to be served in their rooms and approved by the Mess Warden/Mess Manager/Residential Tutor.

- 8.8. No diner shall waste food. Paying mess bill does not entitle a diner to waste food.
- 8.9. Ensure that the mess and surroundings are kept neat and clean. No notices shall be pasted on walls. Notices put up on the notice boards should not be removed by the diners.
- 8.10. All diners shall interact with the mess staff in the dining hall in a courteous manner.
- 8.11. After eating food, diners shall clean the plates and cups and place them in the designated shelves/racks. The waste food should be disposed properly in the dustbins.
- 8.12. If any diner is medically ill and requires special diet (eg. Oil-less food) he/she can request the Mess Manager/Residential Tutor to arrange for the same at the mess.
- 8.13. The food for the guests will be charged as per norms. Arrival of guests should be informed in advance (at least one day earlier) by the residents to the Mess Manager/Mess Warden/Deputy Warden.
- 8.14. The mess menu and timings will follow the approved schedule.
- 8.15. Accounts of the messes are maintained separately for each mess. The Students Hostel Committee is also involved in counter checking the accounts. The monthly expenses are proportionately divided amongst the boarders. Generally, bills are made out before 25th of every month. Students should clear the mess dues before the stipulated time, after which a fine of Rs.1.00 per day will be levied.

9. HOSTEL AMENITIES

- 9.1. Separate room / space for watching TV.
- 9.2. Indoor sports room to play Chess, Table Tennis, and Carom-board.
- 9.3. Study cum reading room in each of the hostels.
- 9.4. A lounge for visitors and parents of students, with good seating arrangement and proper display of the information about the hostel.
- 9.5. Dining Hall with:
 - Proper seating arrangement for students.
 - Mess Manager available during the mess timings.
 - Adequate Water points.
 - Proper hand / vessels washing arrangement.
- 9.6. Hygienic conditions in the entire mess area.
- 9.7. Adequate number of toilets and bathrooms.

9.8. Hot water provided in bathrooms.

9.9. Safe drinking water on each floor and wing.

9.10. Notice Boards giving information about hostel staff, hostel rules, announcements, etc.

9.11. For operational convenience, Students Hostel Committee to be formed. Working through this responsible body, the students themselves lay down appropriate norms of behavior to suit different situations and social occasions in the hostels.

9.12. Whenever medical attention is needed for the residents of the hostels, the Caretaker/Residential Tutor may be informed, who will make necessary arrangements to go to the nearby hospital Doctor as per the situation.

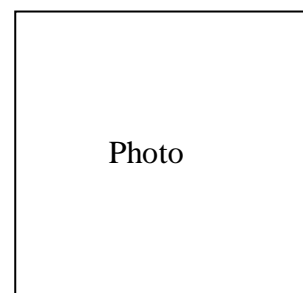
9.13. Parents will be informed about the medical attention that the resident is being provided.

9.14. Grievance/Suggestions Boxes are installed in both the hostels.

ANNEXURE I

HOSTEL ADMISSION FORM

To
The Warden,
Students Hostels,
KIA, Sakthinagar – 638 315,
Erode District



Sir / Madam,

I wish to apply for admission to the hostel for the **academic year**_____. I am giving below the necessary information.

1.	Name of the applicant (in Block Letters)	:	
2.	Course / Branch	:	
3.	Father's/Mother's Name	:	
4.	Date of Birth	:	
5.	Blood Group	:	
6.	Allergy to any medicines, if yes pl. mention	:	
7.	Email ID	:	
8.	Mobile nos.	:	
9.	Address for Correspondence	:	
	Phone no.	:	

10.	Permanent Address	:	
	Phone no.	:	
11.	Name & Address of Local Guardian	:	
	Phone no.	:	
12.	Occupation of Father	:	
	Mother	:	
	Local Guardian	:	
13.	Name of relatives (Other than Parents/Local Guardian) with address and Phone no.	:	
14.	Whether he/she will travel alone or with Parents/Local Guardian at the time of holiday of the Institute.		
15.	In case of emergency, we can contact Mr./Ms./Mrs.	:	
	Phone nos.	:	
	Relationship with you	:	

Declaration by the Applicant

1. I have carefully read and understood all the rules and regulations mentioned above. I will follow the rules and regulations and subsequent changes/additions if any as laid down by the Management.
2. I understand that suitable action can be taken against me if I do not abide by the rules and regulations of this Institute. If I leave the hostel on my own accord/ I am expelled from the hostel in the midst of the session, I will not be entitled to claim any refund.
3. I certify that the information above is true to the best of my knowledge and belief. I further declare that anything happens to me or any kind of mishaps occur outside/inside of the hostel due to my negligence/fault, the management will not be responsible for that.

Signature of the Student

Signature of the Father/Mother

Signature of the Local Guardian

For Office Use Only

Date of Admission in Hostel: _____ Room Allotted: _____

Signature of the Dy. Warden

Signature of Warden

ANNEXURE II
AFFIDAVIT BY THE STUDENT

I, (full name of student with admission/registration/enrolment number) s/o d/o Mr./Mrs./Ms. _____, having been admitted to (name of the Institute), have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations") carefully read and fully understood the provisions contained in the said Regulations. (2) I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging. (3) I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging. (4) I hereby solemnly aver and undertake that

- a) I will not indulge in any behaviour or act that may be constituted as ragging under clause 3 of the Regulations.

- b) I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.

(5) I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force. (6) I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

Declared this ___ day of _____ month of _____ year.

Signature of deponent

Name:

VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at (place) on this the (day) of (month), (year).

Signature of deponent

Solemnly affirmed and signed in my presence on this the (day) of (month), (year) after reading the contents of this affidavit.

OATH COMMISSIONER

ANNEXURE III

AFFIDAVIT BY PARENT/GUARDIAN

I, Mr./Mrs./Ms. _____ (full name of parent/guardian) father/mother/guardian of, (full name of student with admission/registration/enrolment number), having been admitted to _____ (name of the institution), have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations"), carefully read and fully understood the provisions contained in the said Regulations.

(2) I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.

(3) I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against my ward in case he/she is found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging. (4) I hereby solemnly aver and undertake that

- a) My ward will not indulge in any behaviour or act that may be constituted as ragging under clause 3 of the Regulations.
- b) My ward will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.

(5) I hereby affirm that, if found guilty of ragging, my ward is liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against my ward under any penal law or any law for the time being in force. 6) I hereby declare that my ward has not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, the admission of my ward is liable to be cancelled.

Declared this ___ day of _____ month of _____ year.

Signature of deponent

Name:

Address:

Telephone/ Mobile No.:

VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein. Verified at (place) on this the (day) of (month), (year).

Signature of deponent

Solemnly affirmed and signed in my presence on this the (day) of (month), (year) after reading the contents of this affidavit.

OATH COMMISSIONER

ANNEXURE IV

MEDICAL CERTIFICATE

(To be signed by a registered medical practitioner)

(To be submitted at the time of hostel admission)

This is to certify that I have carefully examined Mr./Ms. _____

S/D/o Mr./Ms. _____ whose signature is given below based on the examination, I certify that he/she is in good mental and physical health and does not suffer from any infectious and contagious disease harmful to others or may interfere with his/her studies.

Marks of Identification : _____

Signature of the candidate: _____

Place :

Date :

**Name and signature of the Medical Officer
With Seal & Registration No.**