



AUH HOSTEL MANUAL

GENERAL

1. These rules known as “**AUH Hostel Rules** “will cover all the Students staying in Amity Hostels at Manesar (Gurgaon) Campus.

ADMISSION TO THE HOSTEL

2. Admission to new students to hostel will be communicated to the desirous students by admission office along with their admission result after which they will be required to deposit their full hostel fees. A photocopy of the bank receipt along with hostel admission form completed in all respects will be submitted to the respective hostel office before occupying the accommodation. The duration of hostel-stay will commence from the day of admission to the last day of the academic year. On completion of the academic year, the hostellers will be required to hand over their accommodation along with allocated furniture items, room and Almirah keys to the respective Hostel Offices. Over-staying in the hostel is not permitted. However, special cases may be recommended by head of the institution/Department to the Dy. Director Hostel.
3. Old students desiring admission in the hostel will apply to Director Hostel, who will decide about their admission or otherwise .On grant of permission they will be required to deposit full hostel fee (for the two semesters) before the due date and submit photocopy of the payment receipt to the concerned hostel office before moving into the hostel

ACCOMMODATION

4. (a).Twin sharing rooms are available in the hostel, which are allotted to students by respective Wardens. Each hosteller is provided with a Bed, Mattress, Pillow, Bed sheets, Pillow cover, Towel, Study Table, Study Chair and an Almirah besides standard electrical fitments such as tube lights and fans. Individual hosteller is responsible for any damage to the items provided to him/her and would be required to make good the loss by paying for cost of damages. In case of damages, if the defaulter is not identified, collective penalty would be imposed.
(b). Procedure for Room Allotment. For the fresher’s a Block will be earmarked in each hostel and the rooms will be allotted on first come first serve basis. Old students will be allotted rooms course-wise and semester-wise. Floor f or the students will be rotated every year.
(c). Hostellers desirous of staying on in hostel during the Summer sessional break will be required to inform the Dy Dir Hostel a month in advance. Students permitted to stay back will have to pay an additional fee of Rs 6500.00 per month. During the summer break, those staying back will be relocated by the Dy Dir Hostel for administrative convenience.

LOSS OF KEYS

5. In case a student loses his /her room keys, the complete lock will be replaced and cost will be recovered from the student against a fine of Rs.750/- This is necessary due to security reasons. Besides the three keys that come along with the lock, no additional keys will be fabricated from the lock –smith. The lock smith will only be permitted entry into the Hostel with the express permission of Dir Hostel.

UPKEEP OF THE ROOMS

6. Adequate numbers of Safaikarmacharies have been employed for general cleaning of rooms and upkeep of hostel premises. Students are expected to ensure cleanliness of their rooms and help maintain general upkeep of hostel premises. All fans tube lights & electrical appliances when not required should be switched off.
7. Pasting of posters/pictures on wall & doors, writing, wall chalking and unnecessary nailing is not allowed. Slogan of any kind or defacing the hostel in any form is strictly prohibited.
8. Any damage to the hostel property must be reported to the authorities. Hostellers will be charged for all damages or loss of hostel property except when caused due to fair wear and tear.

LEAVE/ OUTPASS FROM HOSTEL

9. The students are allowed to visit their local guardian on weekends and holidays and stay overnight after obtaining due permission and out pass from respective Wardens. Before issuing out-passes to students, the Warden must inform parents about their child's request for out-pass. The warden must ask the parents to send email \ fax or alternatively a SMS from their registered mobile numbers to the Warden.
10. **Day out Pass.** Day out passes are permitted from 9AM to 6PM on weekends /holidays only. On other working days, in case of an emergency, the hosteller will first obtain permission from respective Heads of Institution / Departments. Thereafter, the application will be forwarded to Director Hostels for his approval, based on which the Wardens will issue the out pass.
11. **Holiday / Break out-pass.** Will be issued by Wardens during Amity University Holidays / Breaks.
12. **Procedure for out-pass.** All out-passes will be issued one day in advance (between 8:00PM to 10:00PM). A Student requiring an out pass is to fill the out-pass slip and enter the details

in the register maintained in the hostel. Prior to issuing out pass Wardens must obtain consent of parents as detailed above.

13. The students are to show the out pass while leaving and on returning at the main security gate, to the security staff on duty.
14. The student has to check out \ check in, in the register maintained in the hostel and submit the out pass in the warden's office on return.

ATTENDANCE

15. The Muster for both male & female hostelers will commence at 10:00 PM. All hostel doors will be shut for the night at 10:00 PM. Thereafter no hostelers is permitted to leave the hostel premises
16. In case any student is unable to present himself / herself for attendance due to sickness, he/ she should inform the warden in time.
17. A student coordinator (nominated on each floor) is responsible for discipline and attendance of the students.
18. Supervisor /Assistant warden accompanied by the Student prefect are to take random surprise checks floor wise for attendance. A report on defaulters will be submitted to the Warden.

ATTENDANCE OF CLASSES BY HOSTELLERS

19. Hostel staff will conduct regular checks to identify students staying back in the hostel during working hours ie 9AM to 5 PM. Repeated offenders , who stay back in the hostel without any valid reasons will be asked to vacate their accommodation in the hostel.

CRITERIA FOR RE-ADMISSION TO THE HOSTEL

20. Admission to the hostel for fresh entrants in the UG & PG courses does not guarantee re-admission to students for subsequent semesters. The University reserves the rights for re-admitting students to the hostel. Hostellers have to seek re-admission at the commencement of each new session. The criteria for re-admission is as under:-
 - (a) **Discipline Record** .The Hostel disciplinary committee will scrutinize the disciplinary record of each hosteller during the summer break. Hostellers involved in repeated cases of indiscipline will be denied accommodation.
 - (b) **Minimum CGPA**. Hostellers have to score a minimum of 5.5 CGPA in the previous academic year.
 - (c) **Academic attendance**. Hostellers must have a minimum of 80% attendance, in the previous academic year.
 - (d) **Intimation To Parents**. Parents of students who do not meet the above listed criteria, will be informed in writing during the summer break, so that they can make alternative arrangements for their wards for the coming session.

GUESTS/VISITORS FOR BOYS HOSTEL

21. Guests/visitors are permitted to visit the hostel only on weekends and holidays between 9:00 AM to 11:45AM and 4:00PM to 6:00PM. They are not permitted to visit rooms of the students .Visitors will be entertained in the cafeteria/CCD/Plaza area. They are not permitted to stay overnight in the campus.
22. Students will receive their guests at the warden's office and fill in particulars of their visitors in the Hostel Visitors Register kept there. It will be the responsibility of the concerned student to receive and see off his/her Guest at the gate.
23. Day scholars will not be allowed entry in hostel without prior permission from the competent authorities. Defaulter day scholars as well as hostellers will each be penalized by 50% hostel fee for one month and will also be liable for disciplinary action.

RULES FOR VISTING GIRLS HOSTELS

24. Barring male members already staying in the girl's hostel in faculty flats, with their spouses, entry of any other male member is strictly prohibited to the girl's hostel from 7PM to 9PM.
25. In case of any emergent requirement, a visitor wanting to meet the inmates of hostel, he /she will obtain written permission of Dy Director Hostels. The visitor on grant of permission will then be escorted in /out of hostel. Female escort to be detailed by the Warden/Asst Warden.
26. From 9AM to 7PM the visitor will meet the security guard and enter his/her name in the visitors register. The guard will take the register to the Warden /Asst Warden. The Warden / Asst Warden will grant the necessary permission and endorse the same in front of the entries made by the visitor in the register.
27. The visitor on grant of permission will wait for the faculty/student to come down and meet in the hostel foyer/CCD/cafeteria or plaza area.
28. The maintenance staff like carpenter, electrician, plumber etc on grant of permission will be accompanied by the hostel staff to the flat/suite for repairs.
29. On conclusion of the visit,the visitor will make relevant entry of time out in the register. Guard will ensure that the entries are made correctly.

MEDICAL FACILITIES

30. First aid medical treatment is available within the campus. Amity clinic has a resident doctor and nursing staff with Ambulance available 24X7. On falling sick the hosteller will inform the warden who will arrange medical help. Should the hosteller be advised hospital admission, necessary communication to this effect will be sent to the parents/local guardians by the Amity resident doctor/warden.

31. Each student of Amity University is legible for medical insurance under following terms and conditions :-

- (a) Cashless treatment up to Rs. 25,000/- if a student is admitted in hospital for more than 24 hours.
- (b) Cashless hospitalization facility is available in impaneled hospitals. The list of all such hospitals is given in the guide book.
- (c) In case of major injury the amount of insurance may be increased upto Rs. 1,00,000/-.

LAUNDARY

32. Each student is issued a laundry kit comprising of bed sheet, top sheet, pillow cover, and towel, the students are required to use linen issued to them and give it for washing on a regular basis. The laundry facility is available twice a week.

STUDENTS MESS/CAFETERIA

33. A well run students mess and café operates to provide wholesome vegetarian meals, however Eggs are provided .The menu is regulated by a mess committee. Hostellers will be at liberty to consume food and beverages at their discretion at any of the eateries within the Campus. However, Hostellers will not be permitted to eat or order food from outside the Campus premises.

MESS RULES

34. The Mess/ cafeteria will remain open from 8:00AM to9:30PM, and meal timings as displayed will be observed.

35. Students other than the mess committee members are strictly prohibited from entering the kitchen or store room of the mess.

36. No Student will abuse/quarrel/man handles the mess staff.

37. Any kind of complaint regarding mess i.e. quality, quantity of food cleanliness/hygiene etc is to be made in writing to the mess committee.

38. Sharing of buffet meals is not permitted. The defaulters will have to pay a fine of Rs.100/- per meal.

39. Students are not allowed to take the food -plates and cutlery out of the dining halls.

40. After meals, students are expected to deposit their plates in the designated utensil cleaning area.

41. Smoking and drinking alcohol is prohibited in the mess and campus.
42. Food is strictly not allowed in the hostel living rooms either from mess or outside.
43. While dining in the mess/cafeteria hostellers are to be attired in decent/presentable dress .Slippers & nightdress etc are prohibited.

OPTIONS FOR MEALS IN THE HOSTEL

44. For the hostel mess students can exercise any one of the following options :-
 - (a) Eat on a monthly basis for which payment will be made in advance on the first of every month to the caterer. For this purpose the caterer will recharge the Monthly Meal Swipe Card of the students who make the payment under this option.
 - (b) Eat specific meals by purchasing coupons.
 - (c) Eat in the cafeteria at will,by maintaining a balance in the Cafeteria Recharge Card issued by the Caterer and recharged when money is deposited in it by students.
45. Should a hosteller exercise option 45(a) he/she will give a written undertaking to this effect in the hostel registration form.
46. Should a hosteller wish to change from option 45(a) to 45 (b)/(c) he/she will have to given a written application one month prior, to the hostel office, stating the change in option. The DD Hostel will authorize the change, the coming month onwards, the change will come into effect.

MAINTENANCE

47. Repair/maintenance of fixtures and facilities is an ongoing process. Requirements are to be projected by noting the details in the register kept with the respective wardens for the purpose. Undue delays in repairs are to be reported to the hostel warden.

CODE OF CONDUCT

48. All the hostellers are required to maintain standards of behavior expected of students of prestigious educational institutions. Thus they are expected to behave courteously and fairly with everyone inside and outside the campus.
 - (a) All hostellers are required to carry their valid Identity cards issued to them by the university/Institute.

- (b) Smoking, consumption of alcoholic drinks, theft/stealing, vandalism/destruction of public property, gambling, unlawful assembly or gathering for committing acts ie illegal gossip, abusing, fighting and possession of illegal materials is prohibited. Offenders are liable for appropriate legal action by the disciplinary committee, as per university regulations.
- (c) Smoking weed / consuming drugs will invite immediate expulsion from the hotel.

SECURITY

49. Hostellers are responsible for the security of their cash and valuables. They are advised not to keep jewelry, expensive items and excessive cash in their rooms.
50. Hostellers are strongly advised to properly secure all their valuable i.e. mobile phones, laptop, watches, ATM cards money etc at all times.
51. Hostellers are not permitted to change rooms or sleep in any other room without prior permission from the hostel authorities. All students are to return to their rooms by 10:00PM.
52. Any students who finds his/her roommate missing for more than two hours, after 5PM must report to the warden immediately. This is to enable the authorities to take immediate action in case of any untoward incident. Your cooperation will be very much appreciated.

RAGGING

53. Ragging is illegal as per the Honorable Supreme Court ruling. Display of noisy disorderly conduct, doing any act which causes or is likely to cause physical or psychological harm or raise apprehension or fear, shame or embarrassment to a student in any academic institution, including teasing, abusing, playing practical jokes or causing hurt to such students, asking the student to do any act or perform something which such student will not in the ordinary course be willing to do, will amount to ragging.
54. Any violation of this by the students will be dealt with very severely by appropriate action which may even result in expulsion from the hostel/university. Implication of any student by a court of law could lead to him/her being imprisoned upto a period of two years and/or a fine of up to Rs 10,000/-. Other Institutional punishments for Participation in/or Abetment of Ragging :
- (a) Cancellation of admission.
 - (b) Suspension from attending classes.
 - (c) Withholding/withdrawing scholarship/fellowship and other benefits.
 - (d) Debarring from appearing in any test/examination or other evaluation process.
 - (e) Withholding results.
 - (f) Debarring from representing the institution in any national or international meet, tournament, youth festival, etc.
 - (g) Suspension/expulsion from the hostel.
 - (h) Rustication from the institution for periods varying from 1 to 4 semesters or

equivalent period.

- (h) Expulsion from the institution and consequent debarring from admission to any other institution.

NOTE

Each student and his/her parents/ guardian shall have to furnish an affidavit along with the application form to the effect that they will not participate in or abet the act of ragging and that, if found guilty, shall be liable for punishment under the penal law of India.

WITHDRAWAL FROM HOSTEL

55. Any application of withdrawal from hostel should have the concurrence of parent/guardian and should reach hostel office (after getting clearance from respective Warden) specify the date of leaving. The following guidelines will be applicable:-

- (a) Students who withdraw from the hostel without occupying the room (even for a single day) will be refunded the full amount of hostel fee and security.
- (b) Students who have stayed in the hostel for a month or less, will pay charges for two months and the remaining amount of fee & security will be refunded.
- (c) If the stay is over a month but less than three months. Students will be eligible for refund of half of the academic year's hostel fee and security deposit.
- (d) Any request of hostel withdrawal after three months will not get the benefit of any refund other than the security deposit.

EXPULSION FROM HOSTEL

56. Students may be expelled from hostel by the management on disciplinary grounds.

RULES OF CONDUCT & REGULATIONS

57. All students staying in hostel are required to observe rules of conduct and regulation as listed below so as to ensure a conducive atmosphere for their studies and growth:-

- (a) Male and female students are not permitted to visit each other's hostels.
- (b) Possession and consumption of liquor, drugs, cigarettes and any tobacco product is strictly prohibited. Defaulters will be required to vacate the hostel and will be liable for legal action.

- (c) Students are not permitted to change their rooms without the permission of the hostel Warden.
- (d) Use of electrical appliance like air-conditioners, heater, irons, & kettles in the rooms is not permitted. Use of electric appliance like air conditioners, heaters, hot plate & irons in the rooms is not permitted. Rs 1000/ will be imposed as fine on violation of this rule.
- (e) For annual repairs & stock taking, students are required to vacate their rooms within 48h after their annual examinations. They are advised to leave only after handing over their rooms and inventory to the hostel office.
- (f) It is mandatory for every student to study during the study hours (9:30PM to 11:30PM) without any excuse.
- (g) Respective hostel Wardens have the authority to enter any room or get any room opened even in the absence of the occupant.
- (h) Students involved in any brawl/fight will invite serious disciplinary action. Such cases are to be brought to the notice of the authorities promptly.
- (i) Hostellers are not permitted to allow any day scholar to visit or stay overnight with them in the hostel. However in exceptional cases permission may be granted by the Director Hostels.
- (j) In case the I-card is lost, new card will be issued by the register office on payment of fine of Rs.500/- and a copy of FIR, with the police.
- (k) Any celebration on part of students will require written permission of hostel warden which should be taken at least two days in advance. Celebrations will be over by 11PM.
- (l) Students going out of campus during classes are required to inform their respective program Directors /Institutional Heads before seeking out pass from the hostel Warden. The application for out pass should be signed by their respective program Director \Dy. Director \program coordinator, only then out-pass will be given by Warden.
- (m) Members of any committee are not permitted to convene any meeting of any sort anywhere in the hostel or its premises without the Warden's permission.
- (n) Shouting, reading aloud playing loud music and other similar acts which are likely to disturb other residents should not be done at any time of the day or night.
- (o) Damaging of the hostel property including the removal of furniture light fittings etc by the students is a major offence which will invite fine and a disciplinary action.
- (p) Cooking inside the room is strictly prohibited.

- (q) Students are encouraged to engage themselves in sports and games after 5:15 PM in the evening. The Sports equipment will be carefully issued and returned as per the timings. Sports equipments should be taken care of and not misused.
- (r) Switch off fans, lights before leaving the room.
- (s) Write your complaints regarding light, water, mess etc in complaint book kept in hostel office.
- (t) Don't disturb electric boards, internet equipments TV boxes etc.
- (u) No hosteller is allowed to keep a vehicle/motorcycle in the University Campus.

HOSTEL DISCIPLINE COMMITTEE

58. Hostel discipline committee constituted as under will carry out necessary investigation and recommend action to appropriate authority whenever there is breach of discipline in any hostel:-

- (a) **Chairperson** - Dy. Director Hostels
- (b) **Members** - A representative of the Institution /department to which the student belongs and respective hostel warden.

59. Where necessary the cases will be referred to university discipline committee as nominated by Hon'ble Vice-Chancellor.

HOSTEL & MESS COMMITTEE

60. **Hostel Mess Committee** constituted as under will be formed to improve overall quality of food in the mess:-

- (a) **Chairperson** - Dy. Director Hostel
- (b) **Members** - Faculty members, hostel wardens and student representative of various programs.

61. All issues arising from the meeting and requiring action will be attended to by Administrative Branch and will be pursued by Hon'ble Vice-Chancellor.

62. Proper record of such meetings will be maintained by Administrative Branch including action taken on the points raised by students.

63. Notifications of all –important issues will be done by Registrar’s office.

64. Meal timings will be as under:-

- | | |
|--------------------|------------------------|
| (a) Breakfast | - 07:00AM To 09:00AM |
| (b) Sunday/Holiday | - 08:00 AM to 10:00 AM |
| (c) Lunch | -12:30PM to 02:00PM |
| (d) Dinner | - 08:00PM to 09:30PM |

Miscellaneous

65. Special diet to sick hostellers will be provided to the members under the advice of resident medical officer/ Warden.

66. *The faculty accommodation is out of bounds for all students unless specially invited and should be with the knowledge of Hostel Warden and Dy Director hostel.*

Compulsory Attendance of Hostellers During Central University Functions. The following University Functions are held each year, for which attendance by Hostellers is mandatory.

- Sangathan ---- held each year in the month of Sept to Oct.
- Amity Marathon/Half Marathon ---- held each year in the month of Feb.
- Amity Fest ---- held each year.

Note: No out passes or leave of absence will be given to hostellers during these functions.

67. Hostellers are permitted to keep an Electric Kettle with him/ her in the room.

CONCLUSION.

68. Students are welcome to give their valuable, positive and practical suggestions for consideration and inclusion in the ‘Hostel Regulation’.

ANTI RAGGING RULES & REGULATIONS

1. SPECIAL ADVISORY TO FRESHERS

- (a) Fresher should not hesitate or feel shy of reporting any incidence of ragging either as a victim or as a witness.

(b) Freshers (particularly hostel freshers) should move in groups. They are advised to resist individual or collective attempts by seniors towards bullying or ragging .They are also advised to immediately report such incidents at the earliest.

2. **ANTI-RAGGING COMPLAINT CELL**

(a) **Anti-Ragging Monitoring Cell**

Maj Gen Bhim Singh Suhag, Dy VC	Chairman	9810631990
Prof.(Mrs) PadmakaliBannerjee Mishra, Pro VC & Dean Academic	Member	9871054449
Maj Gen G S Bal, DSW, Director Hostels, & Security	Member	9818113805
Squardan Leader S.K. Singh, Director Administration	Member	9910344977
Prof. Vikas Madhukar, Deputy Director ABS	Member	9818153629
Col. Vijai Singh Deputy. Director Hostels	Member	9166452805

(b) **Other important telephone Nos.**

Shri Shengupta , Registrar	8527428899
Dr. (Mrs.) Preeti Singh A.P. ECE	9992521118

(c) Fresher's are advised to save these mobile numbers in their phones , for establishing contact with authorities in case of emergencies.

3. **REGULATIONS/DIRECTIVE FOR BANNING RAGGING & ANTI -RAGGING MEASURES, 2013**

(a) **Terms of reference**

- (i) Supreme Court Orders
- (ii) UGC Draft Regulations and Guidelines

(b) **Prohibition of Ragging**

- (i) Ragging within the university Campus including its Institutions/ Departments and hostel is strictly prohibited.

- (ii) Ragging in any form is prohibited also in the private lodges/buildings where university students are staying.
- (iii) Ragging in any form is prohibited in hostel mess, Canteen, Cafeteria & Transport (College & Private)
- (iv) No person including students /Staff/Faculty shall participate or abet or propagate ragging in any form.

4. **Punishment**

Ragging is a cognizable offence under the law and the punishment to be meted out has to be exemplary and justifiably harsh to act as a deterrent. It may include one or more of the following:-

- (a) Cancellation of admission, suspension, rustication or expulsion from the university hostel.
- (b) FIR with the police and arrest.
- (c) Collective punishment may be imposed where involved persons are not identified.

5. **Anti-Ragging Control Room**

- (a) One Anti-Ragging Control Room will be established at Gurgaon Campus under the direction of AUG Anti-Ragging Monitoring Cell. The Control Room will be manned 24 hours based on the duty roster issued by the Anti-Ragging Monitoring Cell. It will be manned by one Marshal and one Security personnel in each shift under direct supervision of concerned duty proctor for a particular shift.
- (b) The Control Room will be equipped with land line and mobile telephone numbers which will be made widely known to all concerned.

6. **Anti-Ragging Monitoring Cell.** The Anti-Ragging Monitoring Cell will be established at the university HQ level and will be totally and fully responsible to ensure that all Anti-Ragging Rules, Regulation and Measures are strictly followed. The Anti-Ragging Monitoring Cell will also ensure that appropriate action is taken in all incidences of ragging. Its Endeavour will be to make Amity University Haryana “Ragging Free”.

DO's AND DONT's for HOSTELLERS

DO's

<ul style="list-style-type: none"> Expected to be courteous to everyone, respectful to elder, friendly to equals, gentle to juniors in dealing with others. 	<ul style="list-style-type: none"> Expected to accept authority.
<ul style="list-style-type: none"> Encourage others in the pursuit of common goals. 	<ul style="list-style-type: none"> Expected to read or listen to messages and do as asked to do.
<ul style="list-style-type: none"> Is always honest, overcomes the urge to lie and cheat. 	<ul style="list-style-type: none"> Expected to stay in the university block during university hours.
<ul style="list-style-type: none"> Acknowledge and learn by mistakes. 	<ul style="list-style-type: none"> Expected to avoid any destructive behavior.
<ul style="list-style-type: none"> Follow high ideals and face difficulties courageously. 	<ul style="list-style-type: none"> Expected to be familiar with hostel rules.
<ul style="list-style-type: none"> Insists on fair play, is generous in defeat and applauds the victorious opponent. 	<ul style="list-style-type: none"> Expected to recognize the dignity of each individual.
<ul style="list-style-type: none"> Never puts off for tomorrow what he can do today. 	<ul style="list-style-type: none"> Expected to shoulder responsibilities and conduct himself \ herself in a mature manner.
<ul style="list-style-type: none"> Is always punctual, punctilious and peace loving. 	<ul style="list-style-type: none"> Expected to co-operate with staff members.
<ul style="list-style-type: none"> Is quick to apologize. 	<ul style="list-style-type: none"> Expected to take advantage of every chance to learn.
<ul style="list-style-type: none"> Strives for excellence. 	<ul style="list-style-type: none"> Expected to produce a medical certificate (from a competent authority) in case of absence due to illness.
<ul style="list-style-type: none"> Is zealous for the common good, name and fame of the institution, family, neighborhood, state and above all the honor and glory of the motherland. 	<ul style="list-style-type: none"> Expected to take part in various sport activities outside university hours. Since, games play an important role in all round development.
<ul style="list-style-type: none"> Expected to develop a healthy self – image and develop positive relationship with others. 	<ul style="list-style-type: none"> Expected to look after hostel property.
<ul style="list-style-type: none"> Expected to take increasing responsibility for own self and conduct himself\herself in a responsive manner. 	<ul style="list-style-type: none"> Expected to see his/her hostel life as part of his/her mission of life, and strive to fulfill it to the best of his\her ability.
<ul style="list-style-type: none"> Contribute towards the development of the institution. 	

DON'T's

<ul style="list-style-type: none"> Cook in your room. 	<ul style="list-style-type: none"> Violate hostel rules.
<ul style="list-style-type: none"> Keep or feed pets in your room or campus. 	<ul style="list-style-type: none"> Play loud music anywhere (in your room or campus).

<ul style="list-style-type: none"> • Create a disturbance in the corridors. 	<ul style="list-style-type: none"> • Conduct or attend parties (in your room or anywhere on the campus).
<ul style="list-style-type: none"> • Damage university property or assets. 	<ul style="list-style-type: none"> • Smoke, consume alcohol or indulge in substance abuse.
<ul style="list-style-type: none"> • Act in a manner that offends the local cultural and social values and sensibilities. 	<ul style="list-style-type: none"> • Indulge in ragging.
<ul style="list-style-type: none"> • Permit proxy / dummy room –mates in your room. 	<ul style="list-style-type: none"> • Disclose your pin/secret code of your credit/debit card to anybody.
<ul style="list-style-type: none"> • Permit non residents to stay in or use your room. 	<ul style="list-style-type: none"> • Keep or play television in your rooms.
<ul style="list-style-type: none"> • Light lamps candles, carry crackers or burn / burst crackers in and around the hostel premises. 	<ul style="list-style-type: none"> • Keep valuables or heavy cash in your rooms.
<ul style="list-style-type: none"> • Waste water or electricity. 	<ul style="list-style-type: none"> • Go without out pass.

ITEMS ISSUED TO HOSTELLERS ON ADMISSION TO HOSTEL

Sr. No	Items
(a)	Almirah
(b)	Almirah Key

(c)	Bed
(d)	Mattress
(e)	Bed Sheet
(f)	Over Sheet
(g)	Pillow
(h)	Pillow Cover
(i)	Towel
(j)	Room Key
(k)	Study Table
(l)	Study Chair
(m)	Cloth Stand

HOSTEL STAFF

AMITY UNIVERSITY GURGAON

Director Hostel -- **Maj. Gen.Gurpal Singh Bal.**

Dy. Director Hostel -- **Col. Vijai Singh**

Details of Boys Hostel Staff

Sr.No	Name of the Staff	Designation	Mobile No.
1.	Mr. S.P Yadav	Warden(A,B & B1Blocks)	09650515354
2.	Mr. Deepak Singh Nain	Dy. Warden (C,D&D1 Blocks)	09896193939
3.	Mr. Kuldeep Singh	Asst. Warden	09871241038
4.	Mr. Manoj Kumar Singh	Asst Warden	09205560957
5.	Mr. Manoj Sharma	Supervisor	09671437624
6.	Mr. Praveen Kumar	Supervisor	09717258461
7.	Mr. Amarjeet	Supervisor	07053000413
8.	Mr. Sumit Kumar	Supervisor	09958506252

Details of Girls Hostel Staff

Sr.No	Name of the Staff	Designation	Mobile No.
1.	Ms. KantaNagpal	Asst. Warden (E&E1 Block)	09650254954
2.	Ms. Lily Nain	Asst Warden (E&E1 Block)	09729193939
3.	Ms. MeenakshiNehra	Asst Warden (F&F1 Block)	08571850029
4.	Ms. Bandana Singh	Supervisor	08800860655
5.	Ms. Suman Lata	Supervisor	09650857175
6.	Ms.Neha Mishra	Supervisor	09716953508

Other Important Contact Number

Sr.No	Name of the Staff	Designation	Mobile No.
1.	Dr. Sapan Kumar Ghosh	Chief Medical Officer	08527288339
2.	Ms. Veena Ghosh	Staff Nurse	08527547595
3.	Mr. Krishna Kumar	Medical Assistant	09958379130
4.	Mr. Sunil Dutt	Medical Assistant	09650913287
5.	Mr. Hansraj	Medical Assistant	09718972026

“SukhasyaMoolam Dharma”

(Happiness is rooted in Ethics)

Chanakya

AMITY

Where aspirations are nurtured

