

छात्रावास पुस्तिका Hostel Booklet

सत्र 2024-25 | Session 2024-25



राष्ट्रीय प्रौद्योगिकी संस्थान हमीरपुर (हि.प्र.)
NATIONAL INSTITUTE OF TECHNOLOGY HAMIRPUR (HP)



KAILASH BOYS HOSTEL



HIMADRI BOYS HOSTEL



HIMGIRI BOYS HOSTEL



UDAYGIRI BOYS HOSTEL



NEELKANTH BOYS HOSTEL



DHAULADHAR BOYS HOSTEL

CONTENTS

Director Message	1
Dean (Student Welfare) Message	2
Chief Warden (Hostels) Message	3
About the Hostels	4-6
A. HOSTEL MANAGEMENT AND RULES	6-14
A1. Aims and Objectives of Hostel Management	6
A2. Hostel Admission Rules	7
A3. Hostel Discipline Rules	7
A4. Girls Hostel Specific Rules	10
A5. Anti-Ragging Rules	11
• What Constitutes Ragging?	12
• What action if Indulge in Ragging?	12
A6. Disciplinary Proceedings of Hostel	13
A7. Punishment for Indisciplinary Action	13
A8. Ambulance Facility Rules	14
B. MESS MANAGEMENT AND RULES	14-16
B1. Aims and Objectives of Mess Management	14
B2. Mess Admission Rules	15
B3. Mess Discipline Rules	15
B4. Mess Bill Rules	15
B5. Mess Rebate Rules	16
C STUDENT FUNCTIONARY COMMITTEES	16
C1. Student Hostel Committee	16
C2. Student Discipline Committee	16
C3. Student Common Room Committee	16
C4. Student Mess Committee	16
C5. Students Hostel Cleanness Committee	16
D HOSTEL FUNCTIONARIES AND CONTACT NUMBERS	17
E. IMPORTANT EMERGENCY CONTACT NUMBERS	17
F. ANNEXURES	
Annexure 1: Hostel Admission Form	21
Annexure 2: Hostel Undertaking Form	23
Annexure 3: Affidavit by the student (Anti-Ragging)	25

Annexure 4: Affidavit by the Parents/Guardian	27
Annexure 5: Affidavit by the student (Undertaking)	29
Annexure 6: Hostel Leaving Form	31
Annexure 7: Hostel Resident Certificate	33
Annexure 8: Mess Fee Certificate	35
Annexure 9: Format for Leave or Mess Rebate	37

DIRECTOR'S MESSAGE



National Institute of Technology Hamirpur (NITH) extends its warm welcome to all the newly admitted students. Established in the year 1986 as REC Hamirpur, NITH has evolved as one of the leading Centrally Funded Technical Institute (CFTI) of Government of India having status of Institution of National Importance under the Act of Parliament 2007.

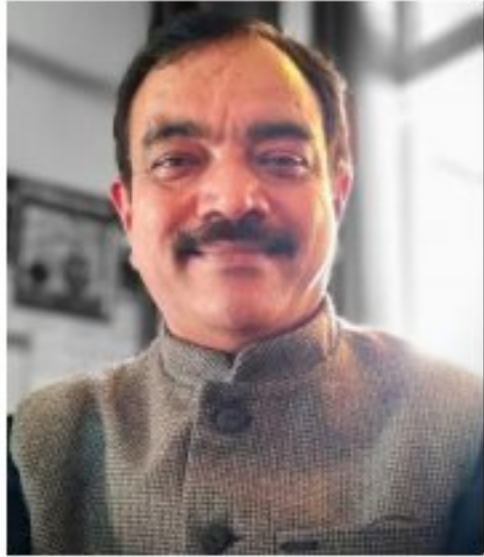
NITH Located in Hamirpur district of Himachal Pradesh and enjoys a really scenic environment and pleasant weather. The Institute campus is located on Hamirpur-Awah Devi Road on the outskirts of the Hamirpur town, at a distance of about four kilometers from Hamirpur bus stand. It is well connected by road from Shimla, Dharamshala, Delhi, Chandigarh, Jalandhar, and nearby cities by all-weather road and Deluxe buses are running between these cities and Hamirpur. The nearest broad gauge head is at Una/Amb (Himachal Pradesh), which is eighty kilometers from Hamirpur. Very recently a new train Vande Bharat is introduced between Delhi and Una/Amb, which has reduced travel time from nine hour to just 5 hours from Delhi to Una/ Amb. The nearest airport is at Gaggal Kangra near Dharamshala at a distance of about eighty five kilometers and that has a direct air link from Delhi.

The campus is spread over an area of 177 Acres in the picturesque surrounding with lush green pine trees, facing snow clad Dhauladhar mountain ranges. The Institute is committed to equity and promoting talent without any prejudice. I would like to conclude by saying to the new entrants to feel proud and privileged to be a part of NIT fraternity. Further it is expected from you to follow and maintain the healthy tradition of the Institute and make your full efforts to gain knowledge and use the opportunities/facilities in the campus for your overall personality development to become a globally competitive professional and good human being in the society. I am confident that your stay in the campus will be enjoyable and you will achieve high echelon in your career.

Jai Hind, Jai Bharat, Jai Himachal

Prof. H.M. Suryawanshi
Director

DEAN (STUDENT WELFARE), MESSAGE



Welcome to the beautiful campus of NIT Hamirpur! We extend a warm greeting to all the new entrants and their proud parents/guardians. At NIT Hamirpur, we take great pride in providing a ragging-free environment for our students. We kindly request the parents of senior students to advise their wards against any involvement in ragging, whether directly or indirectly. We encourage everyone to promptly report any incidents of ragging to the authorities, fostering a positive atmosphere on campus. The contact numbers of the authorities are conveniently displayed at strategic locations for easy access in case of emergencies. We trust that all senior students comprehend the seriousness and repercussions of ragging and will act responsibly.

As a residential institution, NIT Hamirpur requires all students to reside within the campus. Our separate hostels for girls and boys are staffed by diligent personnel who are dedicated to their responsibilities. A team comprising Wardens, Assistant Wardens, and the Chief Warden of Hostels oversees the hostels' operations. It is mandatory for all residents to strictly adhere to the hostel timings and rules. To ensure the safety of our residents, motorized vehicles are not allowed within the campus. However, we encourage the use of eco-friendly modes of transportation, such as bicycles. Please note that the entire institution is a designated smoke-free zone, in accordance with notifications issued by law enforcement agencies. We kindly request all residents to respect and comply with this regulation.

At NIT Hamirpur, we believe in providing abundant opportunities for students to engage in cultural, technical, indoor, and outdoor sporting events, as well as various co-curricular activities. Each hostel is equipped with a student committee-managed common room, playing courts, and a gymnasium. Additionally, we offer excellent outdoor sports grounds, an open-air theater, indoor sports facilities in the Student Activity Center, lawn tennis facilities, and billiards.

We hope that your stay on campus during your academic program will be comfortable and enjoyable. We are confident that you will find the best ambiance in our institute to support your successful journey in the world of technology.

Dr. Ashok Kumar
Dean (Student Welfare)

CHIEF WARDEN (HOSTELS), MESSAGE



Dear New Entrants,

On behalf of the entire hostel community at NIT Hamirpur, it is my great honour and pleasure to extend a warm and heartfelt welcome to each one of you. As the Chief Warden of the hostels, I am excited to embark on this journey with you and witness your growth and accomplishments during your time here.

NIT Hamirpur is not just an institution of higher learning; it is a place where dreams are nurtured, talents are honed, and lifelong friendships are forged. You have now become a part of this vibrant community, and we are confident that your presence will enrich our hostel life.

As you settle into your new surroundings, allow yourself to embrace the opportunities that await you. Our hostels provide an environment that encourages academic excellence, personal development, and holistic growth. Take full advantage of the resources and support available to you, including our dedicated Warden, Assistant Warden and hostel staff, who are here to assist you at every step of your journey.

While you pursue your academic endeavors, remember that a balanced and well-rounded life is equally important. Engage in various extracurricular activities, cultural events, and sports competitions that will not only enhance your skills but also foster a sense of camaraderie and community.

I encourage each of you to embrace the spirit of camaraderie and respect that defines our hostel. Lets work together to create a safe, inclusive and supportive environment where everyone can thrive academically and personally.

Best wishes for a successful and fulfilling time ahead!

Warm regards,

Dr. Varun
Chief Warden (Hostels)

ABOUT THE HOSTELS

National Institute of Technology Hamirpur is a residential institution and all the students are normally required to stay in the hostels. Separate hostel facilities are available for boys and girls students. At present, there are 08 hostels for boys and 04 hostels for girls. Brief details about various hostels are given below:

1. **KAILASH BOYS HOSTEL (KBH)**

The Kailash Boys Hostel has 110 three seated rooms & 94 four seated rooms to accommodate approximately 710 students. The Hostel has a big recreation hall which caters to the needs of indoor games like, Badminton, Table Tennis, etc. The Hostel has furnished Dining Hall, Reading Room, Gymnasium, Sick Room and Guest Room facility also. The hostel is well equipped with basic facilities like LED T.V., Music System, Geysers, Water Coolers, Deep Freezer, etc. A valley ball court in lawn of the courtyard has been developed. Besides this, the internet facility is available in all rooms of the hostel. The hostel also runs a cooperative canteen (4-H food court) for the benefit of all the students.

2. **HIMADRI BOYS HOSTEL (HDBH)**

The Himadri Boys Hostel is newly constructed hostel and started functioning in 2013. The hostel has 82 three seated & 116 four seated rooms to accommodate approximately 710 students. The hostel has 07 floors and lift facility is also available in the hostel. This hostel has furnished dining hall facility. The hostel is well equipped with basic facilities like geysers in every bathroom, water cooler and deep freezer. Besides this, the internet and LED facility is also available in of the hostel. The hostel has a big recreation hall which caters to the needs of indoor games like, badminton, Table Tennis, etc. The Volleyball and Basketball Courts are also available in the hostel.

3. **HIMGIRI BOYS HOSTEL (HGBH)**

The Himgiri Boys Hostel is one of the newly constructed hostels and started functioning in 2015. The hostel has 471 single seated and 11 double seated rooms to accommodate approximately 493 students. The hostel has 8 floors along with the lift facility available in the hostel. The hostel has furnished Dining Hall and is well equipped with basic facilities like LED T.V., Geysers in every bathroom, Water Cooler in each floor and Deep Freezer in the dining hall. Besides this, the internet facility is also available in each room of the hostel. The hostel has a big recreation hall which caters to the needs of indoor games like, Badminton, Table Tennis etc. The Volleyball and Basketball Courts are also available in the hostel.

4. **UDAYGIRI BOYS HOSTEL (UDBH)**

The Udaygiri Boys Hostel is one of the newly constructed hostels and started functioning in 2019. The hostel has 163 three seated rooms to accommodate approximately 489 students. The hostel has 07 floors along with lift facility available in the hostel. This hostel has furnished dining hall facility and is well equipped with basic facilities like LED T.V., Geysers in every bathroom, Water Cooler and Deep Freezer, etc. Besides this, the internet facility is also available in each room of the

hostel. The hostel has a big recreation hall which caters to the needs of indoor games like, Badminton, Table Tennis, etc. The Volleyball and Basketball Courts are also available in the hostel for student's outdoor activity.

5. NEELKANTH BOYS HOSTEL (NBH)

The Neelkanth Boys Hostel has 124 four seated, 21 three seated & 3 double seated rooms to accommodate approximately 565 students. This hostel has furnished dining hall facility. The dining hall has also been provided with music system. The hostel is well equipped with basic facilities like LED T.V., Music System, Geysers, Water Coolers, Deep Freezer etc. The Gymnasium in the hostel also attracts the students for work outs. Besides this, the internet facility is also available in each room of the hostel.

6. DHAULADHAR BOYS HOSTEL (DBH)

The Dhauladhar Boys Hostel started functioning in 1998. The hostel has 24 triple seated, 91 single seated and 02 guest rooms to accommodate approximately 165 students. Besides this the hostel has a well-furnished Dining Hall, Common Room, Gymnasium, Reading Room and Sick room. The hostel is well equipped with basic facilities like, Geysers, Water Coolers, Deep Freezer, Music System, Plasma T.V., and D.T.H connection etc. The hostel also has Table Tennis table for indoor activity of students. The internet facility is also available in each room of the hostel. A Nescafe booth in front of the hostel premises also provides services in the evening hours to the inmates.

7. VINDHYACHAL BOYS HOSTEL (VBH)

The Vindhyachal Boys Hostel started functioning in 2006. The hostel has 166 single seated rooms to accommodate 166 students. The hostel has a furnished dining hall and well equipped with basic facilities such as LED T.V., Geysers in every bathroom, Music System in dining hall, Water Cooler and Deep Freezer etc. The internet facility is also available in each room of the hostel.

8. SHIVALIK BOYS HOSTEL (SBH)

The Shivalik Boys Hostel is an oldest hostel and started functioning in 1987. The hostel has 15 six seated and 10 four seated rooms to accommodate approximately 130 students. The hostel is well equipped with basic facilities like LED T.V., Music System, Geysers, Water Coolers, deep freezer etc.

9. AMBIKA GIRLS HOSTEL (AGH)

The Ambika Girls Hostel started functioning in 2012. The hostel has 66 double seated, 26 four seated, 04 five seated and 25 seven seated rooms to accommodate approximately 431 students. The hostel has a well-furnished common room cum recreation hall and a dining hall. The hostel is well equipped with all the basic facilities like Plasma T.V., Washing Machine, Geysers, Deep Freezer, Water Coolers, etc.

10. PARVATI GIRLS HOSTEL (PGH)

The Parvati Girls Hostel started functioning in 1998. The hostel has 54 single seated and 36 triple seated rooms to accommodate approximately 162 students. Besides this, the hostel has well-furnished two guest rooms and a visitor's room. The hostel has a

well-furnished common room cum recreation hall and a dining hall furnished with Music System. The hostel is well equipped with all the basic facilities like Plasma T.V., Washing Machine, Geysers, Gymnasium, Sewing Machine, Deep Freezer, Water Coolers, etc. Table Tennis table and Badminton Court is also available in the hostel to cater need of indoor games.

11. MANI MAHESH GIRLS HOSTEL (MMGH)

The Mani Mahesh Girls Hostel started functioning in 2003. The hostel has 167 single seated rooms to accommodate 167 students. The facility of indoor games like Table Tennis and Badminton is available in the hostel. The hostel has a furnished dining hall facility and well equipped with basic facilities like LED T.V. in common room, Geysers in every bathroom, Music System in dining hall, Water Cooler and Deep Freezer. The Internet facility is also available in each room of the hostel.

12. ARAVALI & SATPURA GIRLS HOSTEL

The Aravali Hostel is converted girls hostel and started functioning in 2017. The hostel has 30 double seated rooms with attached bathrooms to accommodate approximately 60 students. A Block of Satpura Hostel has been converted into a girls hostel from academic session 2021-22 with 64 four seated rooms with attached bathroom to accommodate approximately 256 students. C Block of Satpura Hostel has been converted into International hostel from academic session 2024-25 to accommodate the International student separately if they want. Both the hostels are well equipped with basic facilities like LED T.V., Music System, Geysers, Water Cooler and Deep Freezer etc.

A) HOSTEL MANAGEMENT AND RULES

A1. Aims and Objectives of Hostel Management:

1. To create an atmosphere of harmony and co-operation amongst the boarders.
2. To provide the boarders a peaceful and calm environment to enable them to excel in every aspect of their personality development.
3. To create a sense of responsibility amongst the boarders and to inculcate discipline.
4. To provide good quality food for boarders to keep them fit and healthy.
5. There will be one Warden and at least one Assistant Warden for each hostel. All the Wardens and Assistant Wardens will act under supervision and directions of Chief Warden (Hostels). The Assistant Wardens shall work in agreement with the Warden and must take administrative decisions in consultation with the Wardens. The policy frame work/decision regarding hostels shall be decided by Chief Warden (Hostels) in consultation with Wardens/Assistant Wardens and student representatives. These decisions will be implemented by the Chief Warden (Hostels) and Wardens/Assistant Wardens. The decision of Chief Warden (Hostels) and Wardens/Assistant Wardens in their respective jurisdictions shall be final. The Warden and Assistant Warden will decide the duties of functionaries in consultation with various student committees from time to time.
6. To maintain the discipline in the hostel during night hours one Resident

Warden in each hostel from the session 2024-25 shall be appointed.

A2. Hostel Admission Rules

1. Only regular students of National Institute of Technology Hamirpur shall be allowed to stay in the hostels.
2. Being residential Institute if any student is not interested in staying in the Institute hostel, he/she is required to seek written permission from the Dean (Student Welfare) along with written consent of his/her parents.
3. The student is required to deposit the required fees at the time of admission and thereafter as decided by the authorities from time to time.
4. Rooms will be allotted by the Warden /Assistant Warden as per the policy for allotment of rooms decided in a meeting of Chief Warden (Hostels) and Wardens/Assistant Wardens. Warden of the respective hostels may consider the written request for the change of rooms and decide the same on the basis of merit.
5. The students vacating the hostel will have to clear all the dues and hand over the possession of the room to get clearance certificate from the Warden/Assistant Warden.
6. Students have to comply with the orders of vacation of hostels. No student shall be allowed to over stay in the hostel without prior approval. Borders seeking prior permission from Wardens must apply through the Head of their respective departments/centers.
7. All students will vacate their rooms before proceeding on summer vacation on or before the schedule date as notified.
8. A separate cloak room will be made available to keep their belongings while proceeding on vacation. Personal belongings should be placed inside the locked suitcase, trunks/boxes and should bear complete details. The items kept inside the room are to be entered in the note book maintained by the Warden of the Hostel.
9. Students who have kept their belongings in the cloak room should positively report on the day of registration and move to their new allotted rooms. Students who come late will not be entertained for any loss of property and will be penalized.
10. Any student desirous of room in hostel during the summer vacation must seek prior permission of the Chief Warden (Hostels).

A3. Hostel Discipline Rules

1. Every student should stay in the room allotted to him/her. Mutual exchange of rooms after final allotment is not allowed. However, only the Warden/Chief Warden (Hostels) may allow for the same as special case on valid and responsible ground.
2. Boarders should keep their rooms and hostel premises clean.
3. The boarders shall not damage any hostel property.
4. Students should switch off lights, fans etc. when these are not required. For the use of other electric appliances, prior permission of Warden is mandatory.

5. The boarders are not allowed to invite any member of opposite sex to their rooms in the hostels.
6. **The boarders are not allowed to accommodate any guests in their rooms. If found, it will be considered as a violation of the hostel discipline rule and some penalty would be charged as decided by the hostel authority.**
7. The boarders are not allowed to keep with them any fire arms or weapons even if they possess license thereof.
8. The boarders are not allowed to keep motorized vehicles with them in the campus. However, in exceptional cases e.g. in case of disability, the boarders may use these with prior approval of the Dean (Student Welfare). The research scholars are also not permitted to use motorized vehicles without written permission of Dean (Student Welfare).
9. As per the notifications issued by the Law enforcement agencies, entire Institution is smoking free zone and the boarders are supposed to abide by this. The boarders are not allowed to keep any pets in the hostel premises.
10. The boarders are not allowed to invite undesirable elements to the hostel premises.
11. The boarders are not allowed to cook in the rooms.
12. The boarders are not allowed to stay overnight out of their hostels for any purpose including excursion or picnic. Prior permission of the Chief Warden (Hostels) has to be obtained for any such activities. Violation by the boarders shall be reported to the parents and punitive action may be initiated against the defaulters.
13. The boarders are not allowed to gamble, to consume intoxicants (narcotics, alcohol beverages, smoking etc.) or to have possession of these or be in the influence of these in the hostel premises. The defaulters shall be rusticated from the hostel and will not be re-allotted hostel under any circumstances.
14. Any act of manhandling, group fighting, intimidation or violence, willful damage to property or drunken behavior, both inside and outside the campus constitutes a breach of discipline and is considered a serious offence. In case of any quarrel between boarders or other persons, it should be reported to the Warden for appropriate action.
15. Students should be very careful and should not fall in any kind of temptation for any unlawful activities from outsider or person from inside the Institute. Rules of Government of India for Narcotic Drugs and Psychotropic Substances Act, 1985 and its further amendments will be implemented strictly. Those involved in consuming prohibited items may be handed over to the local Police by the Warden after informing the Chief Warden (Hostels)/ Director.
16. The boarders shall refrain from ragging the junior students in any form and violation of it will be treated as a gross misconduct and shall be dealt with as per anti ragging regulations.
17. The boarders shall not indulge in any act of theft, immoral acts, misbehavior with hostel /mess staff, spread of regionalism, communalism and casteism etc.
18. Spreading rumors, filing false complaints either in written form or through e-mail, if proved, would be considered an act of serious indiscipline.

19. The boarders are required to refrain from indulging any activity leading to cyber-crime. They should not use social web sites to defame others and misuse the internet.
20. The boarders are expected to live in the hostel as a community and with a full sense of responsibility. They should behave with restraint, maintain decorum and should not act in any fashion, which may cause disturbance to anybody. The boarders shall observe 10.00 PM to 6.00 AM as silence hours. The boarders are expected to be in their rooms from 10.00 PM onwards till next morning.
21. Creating any form of sound pollution including playing music loudly is not allowed. Any celebration without permission will be treated as illegal.
22. Clock alarms should be switched off, when not in use. There have been instances when students have set the alarm and gone on long leave, and some of them keep on ringing for hours and spoil the peace of fellow hostellers.
23. Water should be carefully used and not wasted.
24. Wrong entry, improper / lack of entry in exit register, signing on behalf of another person, tampering with the entries, proxy attendance and misguidance of any nature are punishable. Absentees / Late comers (without prior permission from the Warden) will be suitably fined.
25. Students coming late/or remaining absent regularly will be expelled from the Hostel. Such students shall not be readmitted under any circumstances.
26. Collection of donation for any purpose (Religious /otherwise) is also strictly prohibited.
27. The inmates are supposed not to use fire crackers in the corridors or within the hostel buildings. They are also not allowed to spill over water inside the corridors during any festivals.
28. The boarders are not allowed to take any common room or mess property into their rooms without proper issuance of the same.
29. The boarders are not allowed to play out door games in the corridors or within the hostel buildings and are expected not to cause any damage to hostel property while playing in the lawns of the hostel premises. Students are also not allowed to play skating rollers and other such games inside the hostel to prevent breakages and accidents. Sliding along the hand rails/rest of stairs, sitting on the railings and fast running/ climbing down should be totally avoided to prevent accidents.
30. The students are not allowed to convene any meeting in or around the hostel without the permission of Warden/Assistant Warden.
31. Boarders should not go to print media/press in any circumstances without prior permission of the authority.
32. The boarders must abide by the instructions conveyed by the Institute authorities from time to time for smooth functioning of hostels.
33. The Institute/hostel authorities may visit/inspect the room of the boarders any time to ensure proper cleanliness and other discipline related matters. The student cannot object it as a matter of privacy. The student objecting/creating problems during room's inspection may face disciplinary action.
34. The boarders (boys & girls) should report back to the hostel by the time as

notified by the hostel/institute authority time to time. Nobody is permitted to leave/enter the campus after the time as notified. Defaulters will be punished as per hostel rule.

35. Hostels may have their own timings for daily attendance. The boarders have to ensure their attendance.
36. In case of any emergency all the boarders should report the matter to any Institute/Hostel authority or employee on duty.
37. The boarders should avoid keeping costly items like jewelry, electronic gadgets etc. They should ensure proper security of their valuable items such as purse/wallet, debit/credit card (if any), calculators, cell phones, computers, laptops, and books etc. In case of theft or loss of any items it will not normally be possible to carry out any investigation. The boarders are advised to keep their rooms, boxes, suitcases, cupboards, etc., securely locked with good quality locks. The boarders themselves are personally responsible to safeguard their belongings. Any theft of laptop, mobile phone, computer, purse, calculator, wrist watch, wallet or any other valuable item is the sole responsibility of the boarder. Hostel authorities will not be responsible for any theft or damage of such items.
38. While moving out of the hostel premises the boarders must possess their identity cards with them. Prior permission from the Warden/Assistant Warden should be sought before leaving the station.
39. Boarders going out of the campus should ensure proper entry in the in/out register maintained by Security Guard.
40. Boarders have to keep their rooms properly locked while going out of their respective rooms.
41. The boarders are supposed not to visit areas which may endanger their life. They are advised to refrain from taking adventurous trips to river side such as Beas or other watery areas or to take trekking expeditions or any other risky sport which may result in loss of human life. They are also advised not to visit rooftops etc. and endanger their safety.
42. The Warden of the concerned hostel may rusticate the boarder for violating any of the conditions specified in section A3 and A4.

A4. Girls Hostel Specific Rules

In addition to general discipline rules, the boarders of Girls Hostel shall abide by the following rules:

1. All visitors to the hostel including the parents / guardians will have to make necessary entries in the visitor's book available at the hostel entrance with the Security Guard.
2. Visit of men to the Girls hostel is restricted to the timings from 7.00 p.m. to 9.00 a.m.
3. No overnight guests are permitted in a student's room without permission of the Assistant Warden/Warden/ Chief Warden (Hostels).
4. Entertaining unauthorized guests will be dealt with severe punishment including expulsion from the Hostel.
5. Students should not indulge in practices / activities, which may endanger their own personal safety as well as that of others.
6. Boarders shall be personally responsible for the safety of their belongings.

7. Students should not arrange any picnic outside without specific permission of the Assistant Warden/Warden /Authorities concerned.
8. Every boarder should report back to the hostel before hostel timings, as notified by the hostel/institute authority. However, the PG students may avail the facility of Computer Centre for computational work/labs beyond hostel timings as well, with the consent of the supervisor and prior permission of the Warden/Chief Warden (Hostels).
9. While going out of campus, proper entries have to be made in OUT-CAMPUS register showing their identity proof to the security guard. Same procedure is required to be followed while returning back to the hostel. (Security guard is fully authorized to ask for your identity proof and report any unlawful act if observed.)
10. Anyone leaving station for going home or for vacations must fill the gate pass and submit to the hostel office for approval of Assistant Warden/Warden and for necessary action.
11. Boarders moving out of hostel must give/fill the contact address and other details of the persons whom they are visiting. They must ensure that the contact numbers (Mobile/land line phone) are genuine and in working order. The PG students visiting to collect data/literature or other related academic work must submit the details and the request through their supervisors.
12. Under-graduate students are not allowed to stay in the hostel after the end semester examination barring those who are registered for summer/winter classes. Extension of overstay may only be allowed under special cases.
13. Maximum three out station passes per month can be issued per boarder by the Warden/Assistant Warden. The boarders are expected to provide the details of the visit viz. reason of visit, place of visit, contact details of the persons at the place of visit. They are also required to return on the specified dates and submit slips signed by their parents as an indication that they stayed with their Parents/Guardian during the weekend holidays/vacations.
14. Guests/Parents can meet their wards only at designated place in the hostel between 5.30 PM to 8.00 PM during working days and 8.00 AM to 8.00 PM during holidays.
15. Workers/electrician etc. can visit the girls' rooms only between 10.00 am to 7.00 pm after making proper entries and with the prior permission of the Assistant Warden/Warden.

A5. Anti-Ragging Rules

Ragging in any form is a cognizable offence and severely punishable as per the Supreme Court directives leading to expulsion from the Hostel and the disciplinary action may culminate in his/her expulsion from the Institute as well. The Institute Administration may report incidents of ragging to the Police for taking appropriate action under the law.

UGC Regulations on curbing the Menace of Ragging in Higher Educational Institutions, 2009

- **What Constitutes Ragging?**

Ragging constitutes one or more of any of the following acts:

- a) Any conduct by any student or students by words spoken or written or by an act which has the effect of teasing or handling with rudeness a fresher or any other student.
- b) Including in rowdy or indiscipline activities by any student or students which cause or likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student.
- c) Asking any student to do anything at which such student will not in the ordinary course do and which has the effect of causing or generation of a sense of shame, or torment embarrassment so as to adversely affect the physique or psyche of such fresher or any other student.
- d) Any act by senior students that prevent, disrupt or disturb the regular academic activity of any other student or a fresher.
- e) Exploiting the services of fresher or any other student for completing the academic tasks assigned to an individual or a group of students.
- f) Any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students.
- g) Any act of physical abuse including all variants of it: sexual abuse, homosexual assaults, stripping forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person.
- h) Any act or abuse by spoken words, emails, post, public insults which would also include deriving perverted, vicarious or sadistic thrill from actively or passively participating in the discomfort to fresher or any other student.
- i) Any act that affects the mental health and self-confidence of a fresher or any other student with or without and intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student.
- j) Any act as defined in new UGC/MHRD guidelines.

- **What action if indulge in Ragging?**

- a) Suspension from attending classes and academic privileges.
- b) Withholding/withdrawing scholarship/fellowship and other benefits.
- c) Debarring from appearing in any test/examination or other evaluation process.
- d) Withholding results.
- e) Debarring from representing the Institution in any regional, National or International meet, tournament, youth festival etc.
- f) Suspension/expulsion from the hostel.
- g) Cancellation of Admission.
- h) Rustication from the Institution for period ragging from 1 to 4 semesters.

- i) Expulsion from the Institution and consequent debarring from admission to any other Institution for a specified period. Provided that where the persons committing or abetting the act of ragging are not identified, the Institution shall resort to collective punishment.
- j) Police action as per Government of India rules.

A6. Disciplinary Proceedings of Hostel

If the appropriate authority is satisfied that a prima-facie case exists against the boarder he/she may be suspended from the hostel, pending a final enquiry. The outcome of which is to be announced not later than 30 days from such a suspension. In case, the boarder is acquitted or the decision is delayed for more than 30 days, such a suspension may stand revoked.

1. The respective hostel Warden/ Assistant Warden will enquire all the cases of breach of hostel conduct rules pertaining to a hostel and take suitable action.
2. In case of seriousness of breach of conduct rules, the Warden of concerned hostel may request Chief Warden (Hostels) to constitute a committee to enquire and take suitable action, defined under Disciplinary Penalties.
3. In case of the inter hostel disputes /conflicts, a committee headed by Chief Warden (Hostels) will take appropriate action after enquiry.
4. Director/Dean (Student Welfare) may also appoint a committee for enquiry into breach of hostel rules.
5. While conducting the final enquiry, the concerned authority will ensure that opportunity is given to the boarder to present his/her view point. After the decision is conveyed to the boarder, he/she may request the concerned authority for its review.
6. An appeal for pardon, remission, mutation, reprieve, and respite shall be with the Chief Warden (Hostels)/ Dean (Student Welfare) or Director as the case may be.
7. Chief Warden (Hostels) may review action taken by Warden and action taken by Chief Warden (Hostels) may be reviewed by Dean (Student Welfare).Director may review any decision taken by hostel authorities without assigning any reason.
8. Any body found guilty of violating hostel rules by authorities of concerned hostel or that of other hostels may be awarded punishment by such authority. All Wardens shall honour such decision (s).

A7. Punishment for indisciplinary Action

A boarder found to have violated any of Conduct & Discipline rules would be punished accordingly. Warden and Assistant Warden are empowered to impose following penalties on the defaulters violating the hostel rules:-

1. May issue written/verbal warning.
2. May place conduct on probation.
3. May ask to tender verbal/written public apology.
4. May ask to do community service.
5. May impose a fine up to a sum of ₹ 5000/- or more as deemed fit.
6. May call his/her parents.

7. May ask to compensate for any loss individually or jointly.
8. May expel for a period of up to six months or more from hostel.
9. May debar from representation in events at hostel level.
10. In case of serious violation pertaining to Hostel Discipline Rules (13 to 18) or in any other serious offence committed by any boarder, Warden/Assistant Warden may refer the case to Chief Warden (Hostels). In such cases, Director/Dean (Student Welfare) may also constitute an enquiry Committee. The punishment to defaulters may include:
 - i. Fine up to a sum of ₹. 10000/- or higher as deemed fit.
 - ii. Expulsion from hostel temporarily or permanently.
 - iii. Referral to Institution Board of Discipline/Police.
 - iv. Debarring from participation in placements carried out by Institute Placement Cell.
 - v. Debarring from receipt of scholarship from any agency.
 - vi. Debarring from representation in events at Institute level.
 - vii. Expulsion from Institute temporarily/permanently.

A8. Ambulance Facility Rules

1. The facility of ambulance is available to all the boarders of the hostel without any charges on the recommendations of Chief Warden (Hostels) /Warden of concerned hostel if:
 - a) The case is referred by the Medical Officer of the Institute to District Hospital.
 - b) The case is referred by District Hospital authority to outside Hamirpur.
 - c) In case of emergency (or during late night hours), the boarders can use ambulance facility to visit Institute Health Centre or District Hospital as the case may be, and approval for the same may be sought next day. For such cases, boarders have to inform the Security Guard on duty and should ensure the entry in the register.
2. Boarders availing ambulance facility, have to make the detailed entry in the register available with ambulance driver.
3. Chief Warden (Hostels) will be the Controlling Officer of the ambulance.
4. Any misuse of ambulance, if proved, would invite stringent action against the defaulter.

B) MESS MANAGEMENT AND RULES

B1. Aims and Objectives of Mess Management

1. Each hostel has a mess to cater food and other eatables which will be run on cooperative basis for the boarders of the hostel and all boarders have to join the mess compulsorily.
2. There will be a Mess Committee consisting of students' representatives with one of the student acting as Mess Secretary. The mess committee will be responsible for looking after the mess affairs under the guidance of Warden/Assistant Warden.

3. Mess Committee will decide the Mess Menu with consent of all the boarders, detail of bulk purchases related to mess and salary of the mess staff.
4. The co-operative committee consisting of Mess Committee and Warden/Assistant Warden or his nominee, shall carry out all mess related purchase. The receipt of provision will be entered into a stock register after verification from the Mess Committee Members or persons authorized by Mess Committee. The daily ration for cooking will be issued by Mess Secretary/Mess Committee Members. The Mess Committee will ensure the quality of food and proper delivery of the mess material as per orders. All vouchers will be signed by the Mess Secretary/ Mess Committee Members. The hostel account and balance sheet would be prepared at the end of every month in consultation with Mess Committee. The Warden will operate the bank account of the hostel. All the accounts will be audited by the Auditors to be appointed with the approval of the Director. All financial transactions related to mess will be carried out by the Warden.

B2. Mess Admission Rules

1. Any absence of a student will be taken into account only if he/she has taken prior permission of the Warden/Assistant Warden. Otherwise the student (s) will be charged for the whole period of their absence. The boarders shall also go through the rebate rules applicable.
2. Mess charges will be divided proportionately amongst members. Only those students who take all the meals in the mess will be eligible to proportional division. All others will be charged standard guest rates for each meal, which will be fixed from time to time. This will also be applicable in case of day scholars.
3. Students shall have to take their meals in the Dining Hall and in no case meals will be served in their rooms. In case of illness, sick diet will be provided to the members under advice of Institute Medical Officer and the sick diet may be served in the room.

B3. Mess Discipline Rules

1. The boarders are advised to be in proper dress while entering in the dining hall of the hostel.
2. The boarders should stick to the timing of Breakfast/Lunch/Dinner as displayed from time to time by the Hostel Authority.
3. List of students who have not deposited the mess advance will be notified. Such students may not be considered eligible for allotment of rooms in the ensuing semesters.
4. List of students passing out from the institute but having mess bill/any other dues pending against them will be notified/ displayed. Such students have to ensure no dues clearance from the concerned hostel authority before leaving the institute.

B4. Mess Bill Rules

1. All the boarders are required to deposit a mess advance (as decided by the Institute from time to time) at the time of registration for each semester. This

amount is required for purchasing all eatables required for preparing food in the mess, electricity/water bill and disbursing monthly wages of the mess workers etc. The students admitted in the hostel for even semester have to bear all expenses such as (electricity/water bill and monthly wages of the mess workers etc.) for the month of June and July or till the commencement of next semester.

2. Students have to deposit the excess mess bill within a week of such notice issued by hostel authority.

B5. Mess Rebate Rules

1. Attendance record of each boarder would be maintained in attendance register of hostel.
2. Minimum five days mess off at a time would be allowed in a month.
3. Boarders would not be allowed to avail mess off for more than 20 days in a semester; however, students proceeding on official visits to other Institutes/organizations shall have exemption of this limit.
4. To avail mess off facility, a boarder is required to seek permission of Warden and should inform hostel authority in writing two days in advance before leaving the hostel.
5. The rebate in mess bill may be given to individual student on request. The Warden and Mess Committee of the hostel, keeping in view the income of family and living standard of concerned students, shall take decision in this regard.

C) STUDENT FUNCTIONARY COMMITTEES

All the hostels will have student's functionary committees for the smooth functioning of the hostel and mess.

C1. Student Hostel Committee

- Hostel Secretary
- Hostel Joint Secretary
- Two Members

C2. Student Discipline Committee

- Discipline Secretary
- Discipline Joint Secretary
- Two Members

C3. Student Common Room Committee

- Common Room Secretary
- Common Room Joint Secretary
- Two Members

C4. Student Mess Committee

- Mess Secretary
- Mess Joint Secretary
- Two Members

C5 Students Hostel Cleanness Committee

- Hostel Cleanness Secretary
- Hostel Cleanness Joint Secretary
- Two Members

D) HOSTEL FUNCTIONARIES AND CONTACT NUMBERS

Hostel Office/Name	Designation	Name	Office No.	Mobile No.
Chief Warden (Hostels)	Chief Warden (Hostels)	Dr. Varun	254850	98824-52135
Kailash Boys Hostel	Warden	Dr. T. Ganesh	254802	99661-17530
	Assistant Warden	Dr. Aman Kumar	254802	73073-64773
Vindhyachal Boys Hostel	Warden	Dr. Rajesh Kumar	254855 80913-98763	94180-32735
	Assistant Warden	Dr. Mahavir Singh Negi	254855 80913-98763	98977-36848
Dhauladhar Boys Hostel	Warden	Dr. Vikram Verma	254822	79865-50637
	Assistant Warden	Dr. Hammad Siddiqi	254822	98708-90553
Neelkanth Boys Hostel	Warden	Dr. Chandrasekaran S	254860	98822-99190
	Assistant Warden	Dr. Anshul Sharma	254860	94187-36393
Himgiri Boys Hostel	Warden	Er. Vinod Kumar	254803	94180-26145
	Assistant Warden	Dr. Kunjari Mog	254803	91486-60561
Himadri Boys Hostel	Warden	Dr. Vivek Tiwari	254810	94560-26603
	Assistant Warden	Dr. Sandeep Sharma	254810	97805-55783
Udaygiri Boys Hostel	Warden	Dr. Sachin Kumar	--	89881-56444
	Assistant Warden	Dr. Jiwanjot Singh	--	98725-81018
Shivalik Boys Hostel	Warden	Dr. Rajesh Kumar	--	94180-32735
Aravali & Satpura Girls Hostel	Warden	Dr. Venu Shree	62303-65301	70186-20827
	Assistant Warden	Dr. Neetika	254842 6230365301	70098-38150
Ambika Girls Hostel	Warden	Dr. Rita Maurya	254842 62300-14303	90262-03730
	Assistant Warden	Dr. Aditi Chauhan	254842 62300-14303	88944-37498
Parvati Girls Hostel	Warden	Dr. Sangeeta Sharma	254845 62309-65302	99936-03892
	Assistant Warden	Dr. Swechha Roy	254845 62309-65302	98001-64789
Mani Mahesh Girls Hostel	Warden	Dr. Supriya Jaiswal	254845 62303-96160	72640-70589
	Assistant Warden	Dr. Rinshu Dwivedi	254845 62303-96160	72050-18083

E) IMPORTANT EMERGENCY CONTACT NUMBERS

Sr. No.	Name & Designation	Phone No. (O)	Phone No. (R)	Mobile No.
1.	Prof. H. M. Suryawanshi, Director	01972-254001	01972-254003	94236-82753
2.	Dr. Archana Santosh Nanoty, Registrar	01972-254010	--	70460-05844
3.	Dr. Ashok Kumar, Dean (Student Welfare)	01972-254008	--	94180-83138
4.	Dr. Mani Verma, Medical Officer Incharge, Health Centre, NIT Hamirpur	01972-254690	--	98823-26009
5.	Dr. S.K. Soni, Associate Dean (Student Discipline & Counseling)	01972-254630	--	94180-58885
6.	Dr. Puneet Sharma, Faculty Incharge (Student Scholarship & Mediclaim)	01972-254926	--	94592-10590
7.	Shri Bhagat Singh Thakur, SP, Hamirpur	01972-292175	--	98054-04111
8.	NIT, Ambulance	01972-254850	--	78070-93027

Music Therapy Session



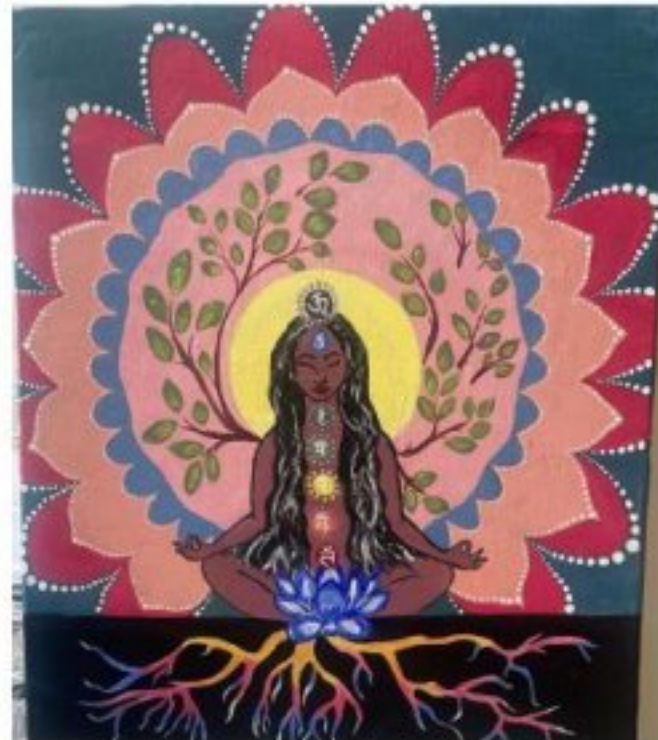
Inter Hostel Tournament



Wall Panting at Vindhyachal Boys Hostel



Wall Panting at Satpura Girls Hostel

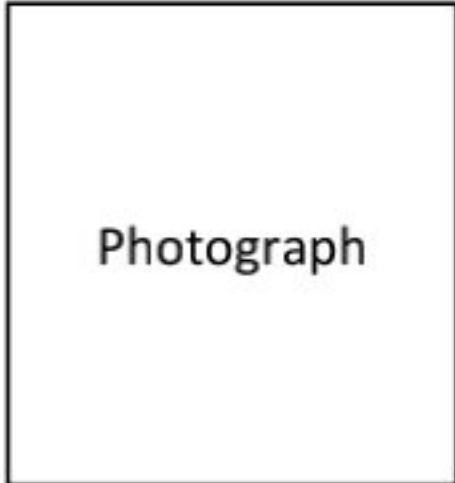


Annexures

Annexure-1
NATIONAL INSTITUTE OF TECHNOLOGY HAMIRPUR
HOSTEL ADMISSION FORM

1. Name of the Hostel Allotted: _____
 2. Name of the Student (Block Letters) _____
 3. Father's Name _____
 4. Category _____
 5. Branch _____
 6. Registration No. _____
 7. Date of Birth _____
 8. Blood Group _____
 9. State of Domicile _____
 10. Country and Nationality _____
 11. Religion _____
 12. Permanent Address for Correspondence

Pin Code _____
 13. Mobile Number (s) _____
- Father: _____
Mother: _____
Student: _____



NAME AND ADDRESS OF LOCAL GUARDIAN:

Two addresses of authorized Visitors (Along with Photographs) should be provided. These persons will only be authorized to visit the hostel in case of necessity.

1. Name of the guardian _____
Relation with Student _____
Occupation _____
Address _____

E-mail & Mobile No. _____
2. Name of the guardian _____
Relation with Student _____
Occupation _____
Address _____

E-mail & Mobile No. _____



It is to certify that all the entries made by me are correct and as per the record.

Date:

Signature of Student

Annexure-2

NATIONAL INSTITUTE OF TECHNOLOGY HAMIRPUR

HOSTEL UNDERTAKING FORM

I.....(S/o)/(D/o).....

solemnly affirm and declare that:

1. I will obey the hostel/institute rules and will maintain proper discipline.
2. I will not indulge in any act of indiscipline and will not damage any hostel/institute property.
3. I will not use any motorized vehicle within the NIT campus during my study period.
4. I will not indulge in ragging directly or indirectly.
5. I shall abide by any other guidelines notified by the Institute/hostel authorities.
6. In case of violation of rules, by me, I shall abide by the decision taken by the Institute/hostel authorities.

Date: Signature of Student: (.....)
Email & Mobile No. of Student: (.....)

Undertaking by Parent/Guardian

I.....Father/Mother/Guardian of Mr./Ms.....,
solemnly affirm and declare that my son/daughter/ward will abide by all rules and regulations of hostel as per undertaking given by him/her.

Date: Signature of Parent/ Guardian: (.....)
Email & Mobile No. of Parent/ Guardian: (.....)

FOR OFFICE USE

Room No. and Hostel Allotted:
Mess Fee Details: Bank: SBI Collect/DD /Challan No.: Date: Amount :Rs.
List of Inventory issued :
(i) One Bed (ii) One Study Chair (iii) One Almirah Wooden/Steel (iv) Any Other....
Signature of Assistant Warden/ Warden

I have received the above mentioned furniture in my room. I shall be responsible for any loss and I will handover these items before leaving the hostel room.

Date: Signature of Student

Annexure-3

AFFIDAVIT BY THE STUDENT (Anti-Ragging) **(To be submitted to the Hostel authority)**

1. I _____ S/o / D/o _____ have carefully read and fully understood the law prohibiting ragging and the directions of the Honorable Supreme Court and Central/ State Government in this regard.
2. I hereby undertake that:-
 - * I shall not indulge in any misbehavior or an act that may come under the definition of Ragging.
 - * I shall not participate in or abet or propagate ragging in any form in and outside the institute.
 - * I shall not hurt anyone physically or psychologically or cause any harm to others.
 - * I shall take proper permission from the Hostel Warden/Assistant Warden whenever I have to go out of the Hamirpur town.
 - * I shall not visit dangerous places and shall never venture out to take bath in any river following near the Hamirpur town or other places during the complete course.
 - * I shall not take hard drink in the Hostel and shall not come in an inebriated condition to the hostel.
 - * I shall not smoke in the hostel, within Institute campus/ public places.
 - * I shall not go to press without prior permission of hostel authority.
 - * If I am caught violating any hostel rule, I may be expelled from the hostel without any warning and enquiry. At the same time disciplinary action may also be initiated against me at the Institute level.
3. I hereby agree that if I am found guilty in any aspect of ragging or violating any one of the above statements, I may be punished as per the provisions and/or as per the law in force.

Signed on this day of _____ month of _____ year _____.

Signature _____

Correspondence Address: _____

Annexure-4

**AFFIDAVIT BY THE PARENTS/GUARDIAN
(To be submitted to the Hostel authority)**

1. I _____ Father /Mother /Guardian of _____
have carefully read and fully understood the law prohibiting ragging and the directions of the Supreme Court and the Central/ State Government in this regard as well as the Regulation on curbing the menace of ragging.
2. I assure you that my son/ daughter /ward will not indulge in any act of ragging.
3. I hereby agree that if he/she found guilty of any aspect of ragging he/she may be punished as per the Provisions of Regulations mentioned above /or as per the law in force.

Signed on this _____ day of _____ month
of _____ year _____

Full Name _____

Correspondence Address

Signature _____

Permanent Address

Annexure-5
AFFIDAVIT BY THE STUDENT (Undertaking)
(To be submitted to the Hostel authority)
(On Stamp Paper)

I _____ S/o,D/o _____ student of B.Tech/B. Arch./M.Tech./M.Arch./M.Sc/MBA/Ph.D _____ year _____, hereby solemnly affirm and undertake to abide by following instructions/directions:

1. I understand that I am not permitted to keep and use any motorized vehicle inside as well as outside the campus of NIT Hamirpur without prior permission.
2. I will not indulge in smoking, consumption of pan masala, gutkha, drugs, narcotics and alcoholic beverages in the Institute / Hostel Camp us. If any of the above items is found in my possession or in my room or if I would be found intoxicated, then I shall be liable to severe disciplinary action.
3. I shall not use social websites for spreading misinformation about others and nor will I tarnish the image of others. I shall not indulge in any activity leading to cybercrime.
4. I shall never involve myself in any groupism leading to destruction, quarrel, disturbing peace, harmony & academic ambience of the Institute.
5. I shall never involve in any groups based on cast, creed, region, religion, state, district etc.
6. I will neither indulge in any mob activities, violence of any kind with fellow students & employee's and security staff, nor possess any type of weapons and explosives.
7. I understand that I am not permitted to use mobile phone in the class room premises.
8. I will not use external speakers along with my computers, if any, and cause disturbance to others in the Hostel.
9. I will not allow any of my relatives, family members & friends to stay in my room without permission.
10. I shall always abide by the rules and regulations of NITH hostels failing which I shall be liable to punishment including expulsion / rustication from the hostel / Institute as may be awarded by Institute. The Institute decision will be absolute final and binding and no appeal will be admissible against it.

In witness whereof, I have fixed my signature on this undertaking.

Date: _____ Place: _____

(Signature of Witness/Parent/Guardian)

Name

Address.....

Email/Phone No..... Date

Signature of the Student

Name of the student Year.....

Branch/Semester.....

Name of the NITH Hostel and Room No (if allotted)

Mobile No.....

Annexure-6

NATIONAL INSTITUTE OF TECHNOLOG YHAMIRPUR

Dated

HOSTEL LEAVING FORM

I.....S/o.....is a student
of B. Tech. year, Reg. No
of NIT Hamirpur and reside in room noof the
HostelI may be permitted to
leave the
Hostel onform date/ timing
.....to date & timing

Signature of the Parent/ Guardian
Mobile No

Signature of the Student
Mobile No.....

Relation with student

Signature & Name of Assistant Warden

Annexure-7

NATIONAL INSTITUTE OF TECHNOLOGY HAMIRPUR

Dated

HOSTEL RESIDENT CERTIFICATE

Certified that Mr./Mrs..... Son/Daughter
of.....
Registration No.....
B.Tech.....year, Branchis residing in the
Room no of Hostel during
the session

Signature & Name of Assistant Warden

Signature & Name of Warden

Annexure-8

NATIONAL INSTITUTE OF TECHNOLOGY HAMIRPUR

Dated

MESS FEE CERTIFICATE

Certified that Mr./Ms.....
.....Son/daughter of.....
Reg. No..... B. Tech.
.....year, Branch is
residing in Room No.of
..... Hostel of the Institute and his/her mess fee is
Rs.....per semester as
per mess fee structure for the academic session.....

Signature & Name of Assistant Warden

Signature & Name of Warden

Annexure-9

NATIONAL INSTITUTE OF TECHNOLOGY HAMIRPUR

Dated

FORMAT FOR LEAVE OR MESS REBATE

Name.....Reg. No.....

Name of Hostel

Room No.Mob. No.

Purpose of leave

Period of leave: Form To

Signature of Student

Note:

1. Mess rebate will not be applicable for less than 5 days students must inform the hostel authority at least one day before.
2. This format should be deposited in the Warden's Office.

Signature & Name of Assistant Warden



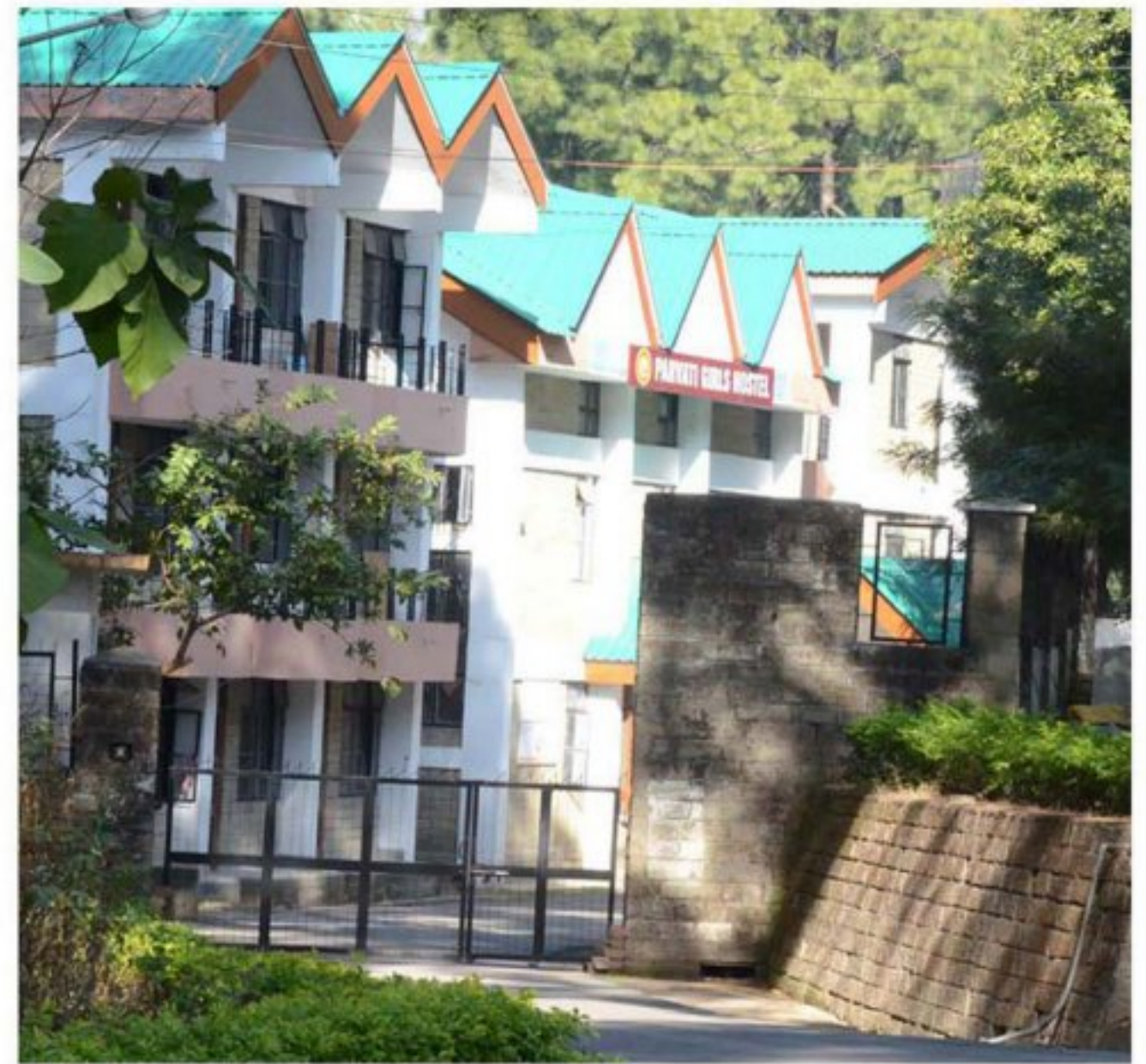
VINDHYACHAL BOYS HOSTEL



SHIVALIK BOYS HOSTEL



AMBIKA GIRLS HOSTEL



PARVATI GIRLS HOSTEL



MANIMAHESH GIRLS HOSTEL



ARAVALI & SATPURA GIRLS HOSTEL



राष्ट्रीय प्रौद्योगिकी संस्थान, हमीरपुर



राष्ट्रीय प्रौद्योगिकी संस्थान हमीरपुर
हिमाचल प्रदेश – 177005
NATIONAL INSTITUTE OF TECHNOLOGY HAMIRPUR
HIMACHAL PRADESH 177005