



Sri Srinivasa Educational & Charitable Trust
SAPTHAGIRI COLLEGE OF ENGINEERING

(Affiliated to VTU, Belagavi, and Recognized by AICTE, New Delhi)
14/5, Chikkasandra, Hesaraghatta Main Road, Bengaluru-560057

Sapthagiri College of Engineering Hostel Rules

- SGH-1: Students must occupy rooms allotted to them only and they are not allowed to change rooms without written permission of the Warden/Chief Warden.
- SGH-2: The rooms allotted to the students at the time of admission are for a limited period of up to one year or less. If a student fails to occupy the allotted room within a specified time, it can be cancelled. Students will forfeit their rooms if they fail to clear all their dues to the hostel by the given day. In such cases, they will be asked to vacate the hostel.
- SGH-3: The Chief Warden reserves the right to break open any room which is not vacated, pack up the belongings and store it. No complaints of breakage or loss will be entertained. The chief warden/principal can also break open the rooms in case of any violation of hostel rules, suspected unlawful activities or on the basis of security risk perceived.
- SGH-4: Once a student vacates the hostel, he/she will not be re-allotted hostel accommodation for a minimum period of six months. Every attempt will be made to provide hostel accommodation to all students. Residents who wish to vacate the hostel are to meet the warden to start with the formalities. The refund rules while vacating rooms are given at the end. No refund, in case the management removes from the hostel due to disciplinary action.
- SGH-5: No student should stay away from his/ her room during night, without prior written permission of the warden. Students, who wish to leave the campus temporarily or otherwise, should obtain the permission of the warden in writing. The application for permission must state, the date and time of his/her intended departure and return, as well as the destination. All these details are to be entered in the in-out register maintained in every hostel.
- SGH-6: Pets of all kinds are prohibited inside the hostel. Feeding stray dogs or cats in the hostel premises is not permitted.
- SGH-7: The students are responsible for his/ her belongings inside the room and they are advised not to keep large amount of cash or valuables in the room. All residents must take care of their ATM/ Debit cards.
- SGH-8: **Insurance of Laptops/ Valuables:** It is the responsibility of the hostel residents to get their laptops and valuables, if any, insured themselves.
- SGH-09: Cooking and ironing inside the rooms is not permitted.
- SGH-10: Substance abuse, consumption of alcohol and smoking / chewing of tobacco and related products is strictly banned in the hostels and in the college campus.
- SGH-11: Playing of loud music or disturbing fellow hostel inmates will not be permitted. Serious action will be taken on the breach of this rule.
- SGH-12: Partying in the rooms/corridors or anywhere in the hostel will not be permitted whatever be the Occasion. Residents must not go to another's room and disturb the inmates. Complaints from other Residents will be investigated and action taken accordingly.



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- SGH-13: Fire hazards and safety: candles and incense are a fire hazard and are not permitted in the hostels. Combustible materials such as gasoline, paint thinner and oil lamps are not permitted as well. Bursting crackers, carrying crackers to the rooms and lighting of lamps/candles are strictly prohibited in and around the hostel premises at all times.
- SGH-4 Residents must switch off all lights and fans, and electrical appliances including mosquito repelling machines, if any, before leaving their rooms. This is necessary to avoid inadvertent fire. In case of fire, residents must raise an alarm and call the hostel caretaker. They should also alert Sapthagiri college/hostel Security.
- SGH-15: The Chief Warden/Warden or his representative may enter any room for verification at any time of the day or night. The management reserves the right to break open the rooms in case of violations of hostel rules, suspected unlawful activities and security risk cases or where the student is absent from his room for a long period without prior information or any valid reason. This will be carried out by the security personnel in the presence of the hostel Warden and at the discretion of the Chief Warden/Warden. The items in the room will be listed by these officials and kept in the store room. A verbal report, followed by a written report will be sent to the higher authorities.
- SGH-16: Proxy or dummy room-mates are forbidden. Strict action will be taken if accommodation is held as Proxy. They are liable to be removed from the hostel. Residents are not permitted to allow their rooms to be used by others. All visitors and non-residents including students from other hostels must leave the hostel/ other students rooms during nights.
- SGH-17: All hostel inmates must report any disciplinary matter or problems concerning them or their room-mate/neighbor (s) coming to their notice to the Warden/ Chief Warden through block supervisor/ caretaker or directly. In case their room-mate is absent from the room or is sick / admitted in the hospital or is in any kind of physical/mental trouble or is indulging in any bad practices the same must be immediately brought to the notice of the Warden or the Chief Warden.
- SGH-18: Televisions are not permitted in the hostel rooms. Television is provided in the common TV rooms in every hostel.
- SGH-19: The entry of all males is strictly forbidden inside ladies' hostel except on college/VTU official duty with valid passes. Likewise, ladies are not permitted to enter the gents' hostels.
- SGH-20: **Damage of Hostel Property**
Any damage to hostel property will be made good by the residents who are responsible for such damage. This includes driving in of nails, defacing of walls, damage to fixtures and furniture. Fine will also be levied in addition to disciplinary action.
- SGH-21: **Maintenance of Rooms**
The rooms have been distempered and painted as per schedule and will be maintained regularly by the management as per the maintenance schedule. Residents are not permitted to re-paint or do any alteration of any nature without the written permission of Chief Warden.
- SGH-22: Students using computers are not permitted to use multimedia speakers. Violation of this will be viewed seriously. Only ear hags can be used in the rooms to respect the privacy of other roommates.



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- SGH-23: Students should not arrange any function, meeting, or religious gathering within the hostel campus without special permission of the authorities. In case, the students need to organize a function at the hostel, they are required to get prior permission from the Chief Warden through the Deputy Warden after giving a written request in this regard.
- SGH-24: No member is permitted to entertain any ex-student of this institution or other institutions. The penalty for disobedience of this rule will be very severe.
- SGH-25: Students involving in business, collection of funds, compelling others to join in some organization as a member etc must not be made under any circumstances.
- SGH-26: Surprise check of hostel rooms may be carried out from time to time by the Wardens and other hostel staff to ensure there is no unlawful activity like ragging, smoking, harassing roommates, Possession of weapons, etc. Management Representatives are empowered to check the hostel rooms at any time.
- SGH-27: Students should adhere to the timings. For student safety and to maintain the decorum of the College, the Hostel attendance will be taken. The timings may be changed on particular days of events and students should be in their hostels thereafter.
- SGH-28: Guest is not permitted to stay overnight in the hostel.
- SGH-29: **Biometric attendance:** Students are informed to punch twice in a day (Morning: 8:00 AM to 8:30AM and evening 8:00PM to 8:30PM).
- SGH-30: **Washing machine:** Students are informed to make use of the facilities provided.

Warden
SCE

Convener
SCE

Principal
SCE

AFFIDAVIT BY THE STUDENT FOR STAYING IN HOSTEL

I,) s/o - d/o
Mr./Mrs./Ms.....)

- having been admitted to Sapthagiri college of Engineering Hostel have received a copy of the AICTE 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.
- I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
- I have also, in particular, perused clause 7 and clause 9.1 of the Regulation 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.
- I hereby solemnly aver and undertake that
- I will not indulge in any behavior or act that may be constituted as ragging under clause 3 of the Regulations.
- 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.
- 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.
- 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.
- If I am admitted to the hostel (if available), I will abide by all the existing rules and regulations for staying in hostel and AICTE norms related to ragging.

Declared this _____ day of _____ month of _____ year _____

Signature of Student

Name:

USN

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

OATH COMMISSIONER
(Warden)



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