

//HOSTEL RULES FOR MBBS UNDER GRADUATE GIRLS HOSTEL AND INTERNS BLOCK //

Ragging is strictly prohibited. If anyone is found of directly/indirectly involved or abetting in ragging, she will be punished/rusticated/expelled /suspended from the institution and also liable to punishment . A student seeking admission to the hostel should submit affidavit with her application for the hostel accommodation that she is aware of the ragging law in this regard and agrees to abide by the punishment meted out if she is found of guilty of ragging .

CODE OF CONDUCT

1. The Institute timings are from **8:00 am to 4:00 pm** . Students are not allowed to remain in the hostel during the class hours unless is unavoidable due to illness or any other valid reason. In such cases they should give written application to the concerned department.
2. All girls will report to roll call every day at **9:00 pm**.
3. No student shall leave the hostel without prior permission of the hostel Warden/Assistant Warden
4. No commercial or any other activity shall be permitted in the hostels in the covered or open areas of the premises.
5. The hostellers themselves are responsible for safeguard of their belongings.
6. It is prohibited to throw garbage, thrash or any other things outside the hostel through the windows/balconies. All waste materials should be dropped in dustbins provided on each floor.
7. Sanitary pads should be wrapped in paper and then properly disposed off in dustbin. It should not be thrown indiscriminately in toilets, bathrooms.
8. Rough handling of furniture of hostel or any other equipment/property/fittings of the hostel is strictly forbidden. If any individual or group is identified to have caused the damage, double the cost the damaged property will be recovered from her/group. Repeated acts of causing damage to the hostel property will result in expulsion from the hostel.
9. The hostellers are not permitted to convene meetings to attempt signature campaigns of any sort in the hostel.
10. Playing of Football, Cricket and other games which pose threat to damage the property, vehicles and persons in premises is strictly prohibited.
11. Hostellers are required to avoid singing aloud, shouting and making any type of noises likely to distract the attention of those who may be studying or resting.
12. Bursting of fire crackers at any time are strictly prohibited.

13. No permission for extending the timings of hostel for Birthday parties are entertained .
14. Cleanliness should be maintained strictly in hostel. Foodplates from canteen are not allowed to rooms. In case of extreme illness , food plates may be allowed . The used food plates and leftover food should be properly wrapped in paper and then disposed off in dustbin.
15. Students who are going outstation, will require permission of the assistant warden ,subject to the written request for the same by parents/local guardian of the student. Valid application with reason is mandatory.
16. The hostellers are not permitted to stay out of hostel beyond 9:00 pm in any case. Every time of going outside the campus, hostellers are required to make entry in the register with correct time out, time in, place and signature.
17. Parents,/Guardians, /Visitors can meet their ward in hostel with the permission of warden .No parent/Guardian/Visitor is allowed to stay in room.
18. The Institute/ Hostel Authorities will conduct surprise checks periodically and if anyone is found violating the above rules, disciplinary action will be taken against her. The hostel rooms are subject to inspection by the Institute/Hostel Authorities to make sure they are kept neat and tidy and no unauthorised items like liquor, drugs, lethal weapon are kept in the room.
19. Lights /Fans to be switched off when it is not required. Water wastage is avoided . Hostellers should strictly observe the normal rules of morality, conduct and behaviour in their day life.

ACTIVITIES BANNED/FORBIDDEN IN THE HOSTELS

1. Indulging in ragging or interference of any other kind is strictly prohibited. Any violation of this rule entails expulsion from the hostel and action will be taken as per law. When the student is expelled from the hostel, such students shall not be entitled for any refunds from the hostel/mess.
2. Hostellers are not permitted to celebrate birthday parties or any festivals inside the hostel buildings.
3. They are barred from handling, tampering, fiddling with any equipment, scribbling on walls or displaying obscene pictures, bursting crackers are forbidden and are liable for disciplinary action.
4. Smoking, consumption of alcoholic beverages, intoxicated drugs, playing cards or any kind of gambling, keeping of any dangerous drugs or weapons, performing experiments, making reels, are strictly prohibited.
5. The security has right to check the bags of any student randomly.
6. The student shall not enter Hostel Premises in intoxicated state. Depending on the case scenario, the authorities including warden reserves the right to take direct disciplinary action, mounting to even expulsion to hostel for short period of time.

7. Entry on the terrace is strictly prohibited and if security finds someone roaming on the terrace , liable to on the spot 1000/Rs fine.

ROOM ALLOCATION

Accommodation in the hostel cannot be claimed as a matter of right.

1. During first and second professional course, the students are allocated in double occupancy rooms. Consequently , according to the availability of the single occupancy rooms, shifting will be done in phased manner. During shifting, seniors and juniors have to maintain the decorum and have to adjust with each other .
2. Through out year performance , merit and behaviour of the candidate will be seen for continuation of hostel accommodation.
3. Adjustment with room occupant is mandatory . In case of frequent clashes, both the students are not allowed to continue to stay in hostel.
4. Unauthorized occupation of any room or exchange of rooms shall be treated as serious violation of disciplinary rules of the hostels and invites major disciplinary action against the student.
5. The warden's decision shall be final in all matters of room allocation . Students who disturb peace and violate the rules of the hostels on the campus will be expelled from the hostels.

USE OF MOTOR VEHICLE/TWO WHEELER

1. Use of motor vehicle /Two wheeler is banned in the hostel.If any student is using Vehicle, parents Letter of Permission should be provided to the Warden and Institution .
2. For commuting, use of Cycle, E Ricksha, Sharing of Auto is advisable.
3. It is the responsibility of hostellers to use the vehicles cautiously at their own risk. If any accident happen , Institution authorities are not responsible for the same.
4. Parking of motor vehicle/ Two Wheeler is banned in the hostel.
5. Hostel authorities will not take the responsibilities for the damage or loss of any motor vehicles or parts of motor vehicles.

USE OF APPLIANCES

1. The use of electrical appliances such as immersion rods, coolers, AC, Electric stove, Electric Irons are forbidden in any allotted rooms. Such appliances if found will be confiscated and a fine will be imposed.
2. The use of Audio systems which causes inconvenience to other occupants are not allowed.

COLLECTIVE RESPONSIBILITIES

1. General damages to the Hostel Property will be collective responsibility of all hostellers and cost will be from all if the culprit could not be identified.
2. Hostellers are required to be present during Hostel Room Allocation during new Admission Beginnings and should obey the room shifting as per allotment.
3. Hostellers are duty bound to report any untoward event to warden/assistant warden.
4. Hostellers are required to be conscious of the environment in which they live by keeping it clean, healthy and presentable.

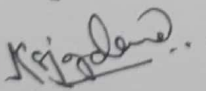
ADDITIONAL CODE OF CONDUCT FOR INTERNS

1. Interns posted at different clinical departments should follow the time as per duty roaster and the same shall be entered into entry/Movement register.
2. If any intern found violating the rule shall be expelled from hostel or disciplinary action will be taken against her.
3. Interns completing the internship with or without extension of one year shall vacate the hostel as soon as the internship is over. Staying beyond the stipulated period may impose fine per day.
4. If any furniture has been found in excess as per room norms, fine should be imposed for usage of double furniture and written on the No Dues form .
5. Breaking locks or damage to the Govt furniture also invites imposition of fine and in due course it shall be recovered during hostel leaving.

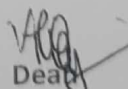
VACATING THE HOSTEL

1. It is imperative that the students vacate the hostel rooms immediately after their course is over.
2. The Furniture provided by the institution should be in good condition and if any damages found, cost of that furniture will be recovered from the student.
3. At the time of leaving the hostel, a no dues certificate should be obtained from the Accounts Dept, failing which the amount will be recovered from the caution deposit of the hostel.
4. The security shall check all the furniture then only warden/assistant warden sign the certificate.

Rules and Regulations are subject to amendment and duly communicated from time to time


In Charge Warden

Girls Hostel & Interns Block
CIMS , Chhindwara


Dean

CIMS , Chhindwara
Madhya Pradesh

DEAN
Chhindwara Institute of Medical Sciences
Chhindwara (M.P.)

DISCIPLINARY RULES

A disciplinary committee of the college shall handle all charges of misconduct against the students.

The Committee is empowered to consider all disciplinary charges and to recommend penalties.

The Dean shall finally decide the disciplinary action.

Rules are subject to amendment and duly communicated time to time

MINOR MISCONDUCTS

- 1) Absence from lectures/clinics/practical/training programmes without any valid reason/permission. Found indulging in ragging of juniors.
- 2) Overstay of sanctioned leave/vacation.
- 3) Any conduct/action due to which the fellow inmates are disturbed.
- 4) In spite of repeated instructions if the hostel premises is kept unclean by the inmate
- 5) Absence from other place/activity officially requiring the presence of the students
- 6) Violations of Rules mentioned in Hostel regulations if any

MAJOR MISCONDUCTS

1. Absence from hostel, without leave/permission.
2. Absence from university exam without any valid reason like sickness/hospitalization etc.
3. Prolonged absence from college without permission from college.
4. Absence from college exams without valid reason.
5. Using unfair means in tests/examinations/practical.
6. Use of criminal force to fellow students.
7. Neglect of studies and unsatisfactory progress in academics.
8. Disobedience of orders and insubordination to teaching staff.
9. Grouping under the banner of religious or political outfits should be avoided.
10. Nobody should try to force their belief or habits on other students.
11. Violation of standing orders or any other orders of Dean.
- 12 Smoking & Drinking in the college campus is not permitted. Violations of this act shall be cause for disciplinary action .
13. Any student, who uses, possesses, consumes, is demonstrably under the influence of, or sells any liquor, in violation of law shall be subject to disciplinary action
14. Any student who, uses, possesses, consumes, is demonstrably under the influence of, or sells any narcotic drug or controlled substance, in violation of law, shall be subject to disciplinary action
15. Any student who significantly disrupts any college function by intentionally engaging in conduct that renders it difficult or impossible to continue such a function in an orderly manner, shall be subject to disciplinary action

16. Any student who, while in any college facility or participating in a college related program, commits theft or possesses stolen property, or commits robbery, shall be subject to disciplinary action
17. Any student who causes or attempts to cause physical damage to property owned, controlled, or operated by CIMS, or to property owned, controlled, or operated by another person while said property is located on college facilities, shall be subject to disciplinary action
18. Any student who in this or any other manner is guilty of malicious mischief shall be subject to disciplinary action
19. Any student who, while in any college facility or participating in a college related program, shall interfere by force or violence with, or intimidate by threat of force or violence, another person who is in the peaceful discharge or conduct of his/her duties or studies, shall be subject to disciplinary action
20. Any other breach of discipline not mentioned above but contrary to any provision of the Code of Conduct, Dean's order or Notices/Instructions issued from to time.
21. Violations of Rules mentioned in Hostel regulations if any
22. Major fights outside the premises.
23. Unauthorized occupation of any room or exchange of rooms shall be treated as serious violation of disciplinary rules of the hostels.

PENALTIES AND PUNISHMENT

a) Removal from College Rolls

A student will be removed from the rolls of the College by the appropriate authority on the grounds of :-

1. Unsatisfactory disciplinary conduct.
2. Unsatisfactory progress during training.
3. Absence from college and /or failure to appear in University examinations

b) Suspension from College

1. A student may be suspended for a term or more on academic grounds as decided by the Disciplinary Committee
2. A student may be suspended for a term or more by the college authorities on disciplinary or administrative reasons.
3. On suspension or being struck off college rolls the student will vacate the hostel within 48 hours and proceed directly to the place of residence of his parent (s) or his legal guardian if parents are not alive.
4. The college has no liability, whatsoever, if the student proceeds elsewhere.

c) Fine

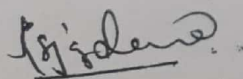
Fine of Rs 5000 can be imposed on minor offenses by the Disciplinary Committee
A fine above Rs 5000 will be imposed by the Dean.

d) Publication of Punishment and Penalties

Major/Serious punishments and penalties will be published in the College notice board


Dean

CIMS, Chhindwara
Madhya Pradesh



DEAN
Chhindwara Institute of Medical Sciences,
Chhindwara (M.P.)