

# HOSTEL REGULATIONS, 2024

National Law University and Judicial Academy, Assam

## 1. GENERAL BEHAVIOUR AND DISCIPLINE IN THE HOSTEL

NLUJA, Assam provides residential facility for the students in order to foster an environment conducive to academic pursuits while minimizing the inconvenience of daily travel to campus for classes. Further, residential facility not only aims to cultivate academic environs supportive of students' academic aspirations but also to promote a sense of community among the same. As such, due consideration must be given by the hostel residents to ensure the prevalence of such an environment as envisaged above. Every student residing in the University Hostel shall, therefore, be expected to follow the following Rules and Regulations.

- 1.1 **RAGGING IS PROHIBITED** within the University campus, including hostels. Any student found prima facie to be engaging in the act of ragging shall be suspended from the hostel with immediate effect pending enquiry and shall be punished with suspension from the hostels for a minimum period of one semester and may extend up to expulsion from the hostels, altogether.
- 1.2 Any matter of such nature as detailed under point 1.1 shall also be reported to the concerned University authorities and other authorities under the relevant legislations governing such acts.
- 1.3 All residents are expected to demonstrate respectful and courteous behaviour at all times, treating one another with kindness and consideration.
- 1.4 Female visitors and girl students are not permitted inside the Boys' Hostel, and male visitors and male students are not permitted inside the Girls' Hostel.
- 1.5 **Unauthorized entry into Girls' Hostel:** Any person, other than a female student, who is not a resident of the girls' hostel and is found entering its premises without prior permission from the Warden shall be liable to a fine, which shall not be less than Rs. 2000 (Rupees Two Thousand only) and may extend up to Rs. 5000 (Rupees Five Thousand only). Further, the offender if a resident of the University Boys Hostel may be subject to suspension from the hostel, as determined by the appropriate authority. Furthermore, if a resident of the Girls Hostel, is found to have encouraged/facilitated unauthorized entry of non-residents the same may be subject to suspension.
- 1.6 **Unauthorized entry into Boys' Hostel:** Any person, other than a male student, who is not a resident of the boys' hostel and is found entering its premises without prior permission from the Warden shall be punished with a fine, not less than Rs. 2000 (Rupees Two Thousand only) and which may extend up to Rs. 5000 (Rupees Five Thousand only). Further, the offender, if a resident of the University Girls Hostel, may be subject to suspension from the hostel, as determined by the appropriate authority. Furthermore, if a resident of the Boys



Hostel is found to have encouraged/facilitated unauthorized entry of non-residents the same may be subject to suspension.

Provided, however, that the provisions of sub-rules (1.3) and (1.4) above shall not apply to the boys' hostel mess until 10:00 p.m. each day, nor to those areas of the hostel premises that are declared as common areas by the University authorities.

**1.7 Restriction on Entry to First-Year Students' Hostel Floors or Rooms:**

Except for first-year students, no resident shall be permitted to enter the hostel floors or rooms allocated to first-year students without obtaining prior permission from the Warden. Any violation of this provision shall result in a fine not less than Rs. 2000 (Rupees Two Thousand only) and which may extend up to Rs. 5000 (Rupees Five Thousand only), in addition to any other applicable penalties or punishments under relevant laws.

**1.8 Prohibition of Physical and Mental Violence:** Any form of physical violence, mental violence, or any such other act of indiscipline shall be strictly prohibited within the hostel complex. A hostel resident found committing any such act shall be expelled from the hostel with immediate effect, in addition to being subject to further disciplinary actions as deemed appropriate by the relevant authorities.

**1.9 Prohibition of Smoking, Use of Intoxicating Substances, and other Prohibited Substances:**

The smoking of any intoxicant, possession, and/or consumption of liquor or any other prohibited drug within the hostel complex is strictly prohibited. Any hostel resident found violating this rule shall be expelled from the hostel with immediate effect, in addition to facing any other applicable legal or disciplinary actions. In addition, for possessing cigarette a fine of Rs.200/- will be imposed. For possession of liquor a fine of Rs.3000/- will be imposed. In case of narcotic drugs a fine of Rs.10,000/- will be imposed and he/she will be expelled from the hostel.

Further, in cases where a student is found in possession of or consuming such substances, the University reserves the right to refer the matter to the police or other state authorities for necessary legal actions.

**Explanation :** To prove such consumption for medicinal purposes, or otherwise the concerned student must provide relevant documentary evidence and may be required to undergo a medical examination by the University doctor or as directed by the University, whenever so necessary.

**1.10 Repeated Offence under Rule (1.8):** Any student who has been punished once under Rule (1.8) and is found violating the same rule a second time shall be punishable with a fine which may extend up to Rs. 15,000 (Rupees Fifteen Thousand only). This penalty is in addition to the punishment already provided under Rule (1.8).

**1.11 Prohibition of Pornographic Materials:**

The viewing, possession, or dissemination of any type of pornographic materials (in hard or soft copies) within the hostel premises is strictly prohibited. Any hostel resident found



committing this offence shall be expelled from the hostel with immediate effect, in addition to facing any other disciplinary actions deemed necessary by the authorities.

**1.12 Prohibition of Weapons and Dangerous Items:**

The possession of weapons or any other items considered dangerous, which could be used to cause injury or bodily harm, is strictly prohibited within the hostel premises. Any hostel resident wishing to keep ceremonial items or religiously mandated items that are deemed dangerous by the Hostel Management must seek prior approval from the Hostel Warden before keeping such items in their hostel room. Failure to obtain such approval shall result in immediate expulsion from the hostel.

**1.13 Prohibition of Offensive Remarks and Rumor-Mongering:**

Any hostel resident found causing embarrassment, agony or distress to another individual by making unsolicited comments about their religion, belief, faith, worship, moral character, community, body figure, dressing sense, or by spreading false rumours with the intent to tarnish the reputation of another shall be expelled from the hostel with immediate effect.

**1.14 Prohibition of Unauthorised Social Gatherings:**

Organising parties or any other type of social gatherings that may cause disturbance to other hostel residents is strictly prohibited without prior consent from the Hostel Warden. Any violation of this rule shall result in a fine not less than Rs. 1000 (Rupees Two Thousand only) and which may extend up to Rs. 3000 (Rupees Five Thousand only), in addition to any other disciplinary actions as deemed necessary by the authorities.

**1.15 Overnight Absence Notification:**

It shall be the duty of every hostel resident to inform the Hostel Warden in advance of any intention to remain away from the hostel overnight. Furthermore, it shall be the responsibility of the resident to ensure that their parents or legal guardians are fully informed of their whereabouts during such absences and duly filled in parent consent form is to be submitted the warden.

**1.16 Penalty for Unauthorised Overnight Absence:**

Any student who stays out of the hostel without providing prior intimation to the university authorities shall be liable to a fine not exceeding Rs. 1000 (Rupees One Thousand only). In the event of a second violation, the student shall be fined Rs. 2000 (Rupees Two Thousand only) and may face removal from the hostel.

**1.17 Use of Authorised Entrances and Exits:**

Hostel residents are required to use only the authorised entrances and exits when entering or leaving the hostel premises. Climbing over the fence or hostel wall for the purpose of entry or exit is strictly prohibited. Any violation of this rule shall result in disciplinary action against the violator(s).

**1.18 Regulation of Noise Levels and Use of Entertainment Devices:**

Though there shall be a provision for indoor games as well as of the television supported by a cable network for the purposes of entertainment of the hostel residents, endeavour



should be made that none of the residents get disturbed over the loud noise caused by any other occupant for any reason whatsoever. Therefore, the noise level must be kept to a level that allows the students interested / engaged in study to do so or to sleep in comfort. Further, television, music, hi-fi sets must be switched off or their volume turned down after 10 P.M. On the written complaint of the fellow residents, disciplinary action shall be taken against violators.

## **2. ADMISSION TO THE HOSTEL**

### **2.1 Allotment of Hostel Accommodation:**

Students who join a regular course, Graduate or Post-Graduate Programme (LL.M. / Ph.D.), in the University shall be eligible for hostel accommodation for the duration of their course, subject to availability. However, allotment of the Hostel to the students shall not be a matter of right and the University shall have discretion to allot or not to allot hostel accommodation to a particular student or a group of students based on the parameters of suitability and need, in the broader interests of the academic environment of the University campus.

### **2.2 Hostel Allotment Basis:**

Allotment of the hostel shall ordinarily be made on double sharing basis. However, in case of shortage of accommodation, more than two students may also have to be accommodated till the availability of the space for the student/s thus accommodated. Further, in exceptional cases, the Vice-Chancellor, on the recommendation of the Warden / Teacher-in-Charge of Hostel, may consider allocating a single room to a student on the payment of such higher fees as fixed by the University for such cases.

2.3 The hostel admission shall be renewable at the time of commencement of each academic session.

2.4 Every hostel resident (hereinafter 'resident') shall be admitted or re- admitted to the hostel ordinarily within 15 (Fifteen) days of the opening of the University. Thereafter, no admission or readmission shall be allowed except with the prior permission of the Vice-Chancellor.

2.5 Every resident shall vacate his/her room within three days of the completion of his/her Semester End Examination.

2.6 No resident shall be permitted to stay in the hostel during the semester break. Any violation of this rule shall result in a fine not exceeding Rs.2000 (Rupees Two Thousand only)

2.7 Those students, who have been suspended, expelled or rusticated for any reason, whatsoever, by the University, shall not ordinarily be considered for hostel admission. In case such action is taken during the continuance of the course of study, such hostel resident shall not be entitled to continue to enjoy any hostel facility till the time he/she assures in writing about his/her good conduct in future. His written assurance shall also be supported by the written assurance by the parents about the future decent conduct of their ward.



- 2.8 Staying of any person in an unauthorised manner in the University hostels shall strictly be prohibited. Any unauthorised occupants shall be immediately expelled from the hostel. It shall be the duty of the hostel residents to inform the hostel authorities regarding any such unauthorised occupation.
- 2.9 If a resident entertains an unauthorised person in any manner in the hostel / University premises, he/she shall be subject to disciplinary action as per the rules.
- 2.10 Hostels will remain closed during the vacations as specified in the Academic Calendar of the University from time to time. The residents will not be allowed to stay in the hostels during that period.

### **3. RULES FOR RESIDENCE IN THE HOSTEL**

- 3.1 The residents shall remain present in the hostel during the hostel timings except when permitted to remain absent as per the prescribed rules and regulations.
- 3.2 No resident shall be allowed to remain absent from the hostel after 8.00 p.m. unless he/she has taken special permission from the hostel/University authorities.
- 3.3 No resident/residents shall be permitted to leave or re-enter the University campus after 9:00 PM, except in cases of proven emergency and prior information. Any resident found violating this rule shall be fined up to Rs. 1000 (Rupees One Thousand only) for the first violation. For a second violation, the resident shall be fined Rs. 2000 (Rupees Two Thousand only) and may be subject to expulsion from the hostel, if deemed necessary by the authorities.
- 3.4 All residents are required to sign the register when leaving from and returning to the campus. Any resident found violating this rule shall be fined Rs. 500 (Rupees Five Hundred only) for each violation.
- 3.5 No resident shall remain in the hostel during the class hours except with the permission of the hostel authorities.
- 3.6 No resident shall leave the hostel or stay outside when the University is in session except with the prior written permission of the hostel authorities.
- 3.7 Any student who stays out of the hostel without prior intimation to the University authorities shall be fined up to Rs. 1000 (Rupees One Thousand only). In the event of a second violation, the student shall be fined Rs. 2000 (Rupees Two Thousand only) and may be subject to expulsion from the hostel.**
- 3.8 No resident shall leave the hostel without the prior written permission of the hostel authorities except in an emergency. In the latter case, the authorities shall be informed in writing at the earliest possible opportunity.



- 3.9 Residents who are leaving the hostel to attend authorised events, such as conferences, seminars, workshops, moot court competitions, sports events, or similar activities, are required to inform the hostel authorities in writing prior to their departure.
- 3.10 Every hostel room shall be provided with the essential furniture and fixtures. The occupants of the room shall be responsible for the safety and security of the furniture and fixtures in his/her room. He/she shall hand over the charge of the articles to the hostel authorities / University's authorised staff at the end of each academic session at the time of closing of the hostels.
- 3.11 A resident may, in case of a medical emergency, place requisition in writing for the vehicle of the University. However, all medical expenses shall be borne by the hostel resident himself/herself provided, if the medical expenses are spent by the hostel staff in emergency, it will be obligatory on the part of the hostel resident to recompense the same to the person concerned.
- 3.12 Use of air conditioners, coolers, electric heaters, irons, rods for heating water shall be strictly prohibited.
- 3.13 **Students are prohibited from using any electrical appliances in the hostels other than those provided or permitted by the University authority vide written approval. Any violation of this rule shall result in a fine of up to Rs. 5,000 (Rupees Five Thousand only).**
- 3.14 Extension or alteration of the existing electric wiring or any sanitary fittings by any hostel residents shall be strictly prohibited.
- 3.15 No furniture shall be removed in the hostel from one place to another without the prior permission of the hostel authorities.
- 3.16 The unauthorised movement of furniture from one room to another, or from a room to a common area, without the prior permission of the University authority, is strictly prohibited. Any resident found in violation of this rule shall incur a heavy penalty, the amount of which shall be determined by the University authority.
- 3.17 **Hostel residents are strictly prohibited from keeping motor vehicles, including motorbikes, within the University premises. Violation of this prohibition shall result in a fine of up to Rs. 5000 (Rupees Five Thousand only) for the first instance. In the event of a second violation, the fine shall be doubled.**
- 3.18 **Any student who causes damage to or destroys any property of the University, whether in the hostel or elsewhere, shall be liable to compensate for the loss by paying the cost required to replace or repair the damaged property, along with a fine amounting to double that cost. Additionally, suspension from the hostel may be imposed as further disciplinary action.**
- Explanation: Altering the colour of the room or making paintings on the walls of the room shall be considered damage to hostel property.**



- 3.19 Bulbs, bulb holders, tube light fittings and electric switches and plugs must not be changed without the knowledge of the hostel authorities.
- 3.20 Residents who wish to keep expensive items such as personal computers, laptops, tape recorders, radios, cameras, mobile phones, or other valuable belongings in the hostel shall do so at their own risk and responsibility. The University shall not be held responsible in any manner for the theft, loss, or damage of such items.
- 3.21 No hostel resident shall be allowed to hold any political meeting with any outside body / association / organisation whosoever, within the hostel/ **campus** premises. Any violation of this rule shall result in disciplinary action.
- 3.22 In and Out timings in the hostels shall be decided by the University administration and all hostel residents shall abide by these timings.
- 3.23 Only close relatives/ local guardians of a resident, if any is to visit, may visit the hostel for a short period of one or two hours only during the day time with the prior written permission of the hostel authorities. However, in case of emergency, including medical emergency, the permission may be sought and shall be given verbally but all such cases must be reported in writing at the earliest.

#### **4. HOSTEL MESS**

- 4.1 Residents willing to avail mess facility offered by NLUJA, Assam Hostel will have to pay the prescribed fees (reviewed and updated from time to time) in advance. Failing which the same will not be allowed to avail mess facility.
- 4.2 All the residents shall deposit the mess charges in advance as per the schedule on the date fixed by the University administration failing which suitable disciplinary action shall be taken against the defaulters.
- 4.3 The residents shall take all the meals in their respective hostels at the times notified by the University at the commencement of the new academic session. No meals shall be served after the stipulated timings.
- 4.4 The residents shall, unless they are ill, take their meals in the dining hall. Meals may be served in the room provided it is recommended in writing by the Medical Officer or the hostel authorities and timely information is given. Mess crockery and other utensils shall not be taken out of the dining hall.
- 4.5 Any violation of this prohibition shall result in the imposition of a fine of Rs. 1000 (Rupees One Thousand only) for the first violation, and Rs. 2000 (Rupees Two Thousand only) for each subsequent violation.**
- 4.6 Every resident shall treat the staff members of the hostel mess with respect and dignity. In case of any grievance against a staff member/s of the hostel mess, a written complaint may be submitted to the hostel authorities and the latter shall bring the grievance in the notice of the University authorities.



- 4.7 The residents shall observe proper discipline, etiquette and table manners while dining in the Dining Hall. Any type of political, or otherwise, discussion in high pitch over the dining table shall be prohibited.
- 4.8 The residents shall be required to come to the Dining Hall in appropriate dress.
- 4.9 In case of non-availability of room in the Dining Hall, a resident shall wait for the change over; system of first come, first serve shall be followed in the Dining Hall.
- 4.10 The residents shall not be permitted to enter into the Mess Pantry and cooking area, unless specifically authorised by the competent authority.

## **5. VISITORS TO THE HOSTEL**

- 5.1 Residents shall be required to inform their respective parents / guardians / relatives / friends about the visiting hours of the hostel so that the visit of the respective guest inside the hostel premises are facilitated smoothly.
- 5.2 Visitors are permitted to visit up to the reception area and the residents shall be expected to meet their respected guests in the said space only.
- 5.3 Visitors shall be subject to checking / frisking before they are allowed in the hostel complex.
- 5.4 **No resident shall be permitted to accommodate or allow any non-resident to stay in the hostel, especially overnight. Any resident found allowing a non-resident to stay in their allotted room shall be fined up to Rs. 5000 (Rupees Five Thousand only), and the non-resident shall be handed over to the Police. In the event of a repeat violation, the resident shall be fined up to Rs. 7000 (Rupees Seven Thousand only), expelled from the hostel, and the non-resident shall be handed over to the Police.**
- 5.5 No private vehicle belonging to any visitor, whatsoever, shall be permitted beyond the parking area due to security reasons. However, in case of guests of old age / lady members, permission may be accorded by the hostel authorities.

## **6. DISCIPLINARY CONTROL (DC)**

- 6.1 University authority may take *suo moto* cognizance of any violation of hostel rules.
- 6.2 **Inquiry by University Disciplinary Committee (DC): the University Authority may constitute disciplinary committee, as it may deem fit and necessary, to inquire into acts of indiscipline reported to the same.**
- a. **Inspections may be conducted by at least two or more members of the DC, with or without prior notification to the residents, but with prior authorization from the University Authority.**



- b. For the effectiveness of such inquiry, the DC shall have full discretion to check rooms at random as and when so required and is not obligated to conduct inspections uniformly across all room. Record of every such inspection shall be duly submitted by the DC and maintained by the University Authority.
- c. During each such inquiry, a member of the Student Bar Council Executive Body shall accompany the DC to ensure impartiality.
- d. The DC reserves the right to enter a resident's room without her/his consent during inspections or in cases of emergency.

6.3 Every resident living in the hostel shall be subject to disciplinary control, primarily of the hostel authorities or of any other office authorised by the University.

6.4 There shall be a Disciplinary Committee consisting of the hostel warden(s) / teacher(s)-in-charge of the hostel and any other one or two teachers / officers from the administrative staff of the University.

6.5 If a resident is found involved in any act of indiscipline, he/she shall be punished accordingly.

6.6 Any contravention or violation of these rules shall be subject to punishments prescribed by the University.

## **7. POWER OF INQUIRY**

Any teacher / officer authorised by the University shall have the power of demanding from the hostel residents their identity cards and such other information as may be required by the aforementioned personnel. The residents failing to provide the information thus solicited, shall be liable to face disciplinary action.

## **8. JURISDICTION OF AUTHORITIES**

All cases of indiscipline in the hostel shall be dealt with the respective hostel authorities. The hostel warden(s) / teacher(s)-in-charge of hostels shall be the competent authority to impose penalties subject to the quantum and conditions prescribed by the University, and with authoritative approval.

## **9. APPEAL**

Any hostel resident who is subjected to any punishment by warden(s) or any other officer(s) authorised by the University may, within two weeks of the issuance of the order imposing punishment, appeal to the Vice-Chancellor. The Vice-Chancellor, after being satisfied, may pass necessary orders in the matter. The decision of the Vice-Chancellor shall be final and binding in the said matter.

