

K.S.R. COLLEGE OF ENGINEERING
(Autonomous)
Tiruchengode – 637 215



Hostel Policy Manual
2022 - 23

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**K.S.R. College of Engineering,
(Autonomous)
Tiruchengode – 637 215.**

A. VISION AND MISSION OF THE INSTITUTION

Vision:

We envision to achieve status as an excellent Educational Institution in the global knowledge hub, making self-learners, experts, ethical and responsible engineers, technologists, scientists, managers, administrators and entrepreneurs who will significantly contribute to research and environment friendly sustainable growth of the nation and the world.

Mission:

IM 1: To inculcate in the students self-learning abilities that enable them to become competitive and considerate engineers, technologists, scientists, managers, administrators and entrepreneurs by diligently imparting the best of education, nurturing environmental and social needs.

IM 2: To foster and maintain mutually beneficial partnership with global industries and Institutions through knowledge sharing, collaborative research and innovation.



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HOSTEL POLICY MANUAL

B. OBJECTIVE:

To ensure that, the hostellers of K.S.R. College of Engineering have to understand their roles and responsibilities.

C. MANAGEMENT OF THE HOSTELS:

The hostels are under the direct control of the Principal, who is the Warden. The Warden will be assisted by Co-Wardens, Dy. Wardens, Residential Tutors, Hostel Superintendent and Hostel Staff.

D. HOSTEL AND MESS COMMITTEE:

The hostel and mess committee is constituted with the Warden as President, the Dy. Warden and the Student Representatives from hostels. The committee frames the rules and regulations from time to time for the effective administration of the hostels. Residents are required to adhere to the rules and regulations. Ignorance of the rules will not be accepted as an excuse. Violation of rules and regulations will be viewed seriously.

E. ADMISSION:

Application for admission to the hostel can be obtained from the office. A passport size photograph must be affixed in the application form. The student seeking hostel admission must give an undertaking in writing that he will abide the rules and regulations of the hostel. This should be endorsed by the parent / guardian in writing.

Membership ceases automatically at the end of each academic year. Students who are desirous of returning to the hostel have to submit a fresh application for re-admission.



The warden reserves the right to refuse admission to the hostel to any student without assigning any reasons or to expel any member in the interest of administration. The decision of the warden will be final.

F. RULES AND REGULATIONS:

- ❖ Theroomshouldbemaintainedneatly.
- ❖ Thestudentsoftheindividualroomareresponsibleforallthethingsintheroom.
- ❖ Without out-pass students are not permitted to enter the hostel.
- ❖ Study hours (08.30 p.m. to 10.30 p.m.) should be strictly followed.
- ❖ Playing audio / video system is not permitted.
- ❖ Keeping cell-phone inside the hostel is strictly prohibited.
- ❖ Playing cards and games or breaking eggs inside the hostel are not allowed.
- ❖ Smoking and taking liquor is strictly prohibited.
- ❖ Whistling, banging the doors, birthday celebrations and making unnecessary noise are not permitted inside the hostel.
- ❖ Pasting posters, spilling the tea on the wall and writing on the wall are strictly restricted.
- ❖ Each student should have their own plate and tumbler.
- ❖ The mess time should be strictly followed.
- ❖ Taking food outside the mess is not permitted.
- ❖ Day-scholars are not permitted to enter inside the Hostel.
- ❖ No one is permitted to enter inside the kitchen.
- ❖ Shouting in the mess is not permitted.
- ❖ Before leaving the room, the fan and light should be switched off and the door should be locked.
- ❖ The hostel main gate will be closed at 08.15 p.m.

G. PROCEDURE FOR LEAVING THE HOSTEL PERMANENTLY:

Whenever a student wishes to leave the hostel, he has to submit an application to the Warden through the Dy. Warden. Only after getting the approval,



the student can leave the hostel. While leaving the hostel the student has to hand over the furniture and electrical fittings to get a clearance certificate from the Dy. Warden. At the time of leaving the student has to sign the mess leaving register. The student has to pay the establishment and power charges for that mess month even if the student has taken food for a part of the mess month.

H. MESS MONTH:

The hostel mess rate is calculated on dividing basis. The mess month commences from the first day of the calendar month.

PRINCIPAL

