



MNLUA HOSTEL RULES

- A.** These rules shall be known as the Maharashtra National Law University, Aurangabad Hostel Rules.
- B.** Every boarder of the Hostel of Maharashtra National Law University shall abide by these Rules.
- C. Admission:**
- 1) Students who have joined a regular course in the University shall be eligible for hostel accommodation for the duration of the course. 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 the Hostel accommodation to a particular student or a group of students based on the parameters of suitability and need, in the broader interest of the academic environment of the campus.
 - 2) Allotment of the hostel generally shall be made on the double sharing basis. The hostel admission shall be renewable at the start of each academic year.
 - 3) Those students, who have been expelled, rusticated or suspended for any reason by the University, shall not be considered for hostel admission. In case, such action is taken during the continuance of the course of study, such boarder shall not be entitled to continue to enjoy any hostel facility.
 - 4) Unauthorized occupants shall be expelled from the hostel. It is the responsibility of the boarders to report such unauthorized occupation to the authorities from time to time.
- D. Residence:**
- 1) In and out timing at the campus main gate is from **06:00 A.M. to 09:00 P.M.**
 - 2) The gates of the Hostel blocks shall be closed at 10:00 p.m and will be opened at 06:00 a.m. All residents shall report to their respective hostel blocks by 10:00 p.m. In case of any emergency, the student should report the same to the Warden immediately.
 - 3) No permission shall be given to any student or group of students to remain outside the University campus beyond 09:00 p.m. for any get-together or for any other purpose.

- 4) The boarder must take prior written permission from the warden at least two days in advance, if he/she has to stay out of the hostel after 09:00 p.m. for some unavoidable reasons. Overnight stay-out is strictly prohibited unless a prior permission is taken from the Warden and in his/her absence from the Proctor. As far as possible, the parents of the student will be apprised of the absence during the night. The parents/guardians should inform the Wardens and give their consent for night out/hostel leave through email. Night-out permission cannot be used for staying out late hours and returning to the campus before 6:00 a.m.
- 5) Every boarder before leaving the hostel either to go home or to visit L.G.'s place or for any other academic purpose has to submit an application and obtain Warden's signature on it at least two days before leaving. The student's copy of the application must be shown to the Security guard before leaving for home or L.G.'s place.
- 6) If the student's stay at home or at L.G.'s place exceeds the time duration that is mentioned in the application, the parents or guardian must inform the Warden in this regard through email/letter duly signed by parents/L.G.
- 7) Any resident who is going to represent the University in any external event must submit a copy of the approved letter that he/she has received from the University to the office of the warden and inform the Warden in writing well in advance before leaving the hostel.
- 8) The resident has to seek prior approval to stay with the parents, if they are visiting Aurangabad.
- 9) The student must make proper entry in the **ENTRY REGISTER, LIBRARY REGISTER, NEWSPAPER REGISTER and OUTSTATION/ L.G. REGISTER**. Entry of the student in the hostel shall be permitted after recording the details in the register. In order to verify the reasons of delay, student found without valid permission shall be dealt as per the rules. Every resident of the hostel must make an entry while leaving and returning to the hostel blocks.
- 10) Hostel will remain closed during the vacation as specified in the Academic Calendar of the University from time to time. Boarders will not be allowed to stay in the hostel during that period. The resident students must seek prior permission from the Warden before leaving for Vacation.
- 11) All permissions to be taken only during office-hours. Students should not approach the Warden or the Proctor in their residence, unless there is an emergency.

- 12) Boarders are advised to restrict themselves in their room and avoid the visit of fellow friend's room. Visit to others' room beyond 11:00 PM is forbidden. Boarders found other than their allotted rooms beyond specified time shall be dealt strictly.
- 13) The resident student is responsible for his/her belongings and is advised to keep the room locked. ***The hostel authorities shall not be responsible for any loss of property whatsoever.***
- 14) Each room in the hostel has been provided with furniture and appliances such as table, chair, sleeping cot, fan, tube light, geysers in the bathroom and other such material as may be notified by the Warden from time to time. Each student shall use such material with adequate care like an ordinary prudent person. Any damage or loss caused or loss caused thereto shall be borne by the student concerned. He/she shall hand over the charge of the articles to the appropriate authority at the end of each academic session at the close of the hostel.
- 15) The resident student shall submit hostel admission form along with photocopy of the hostel fee receipt at the beginning of each semester in the hostel office.
- 16) Residents must submit their phone number in the hostel office and inform the Warden in case of any change in the number. The change of address or mobile no. of the parents or L.G. must also be immediately communicated to the Warden in writing by the parents.
- 17) No furniture shall be removed in the hostel from one place to another without the prior permission of the Warden. Bulbs, Holders, Switches, etc. must not be changed by the boarder without the knowledge of the Warden.
- 18) Use of electrical appliances (other than that provided/permitted by the university) is strictly prohibited.
- 19) In case of any complaint regarding the fittings or repairing in the room, the resident is required to leave her keys with the guard in order to get the work done.
- 20) The duplicate keys of the room must be deposited in the hostel office. The keys will not be given to anyone else except the depositor of the keys.
- 21) No resident shall be allowed to change the room allotted at the beginning of each session. To change the room or leave the hostel, prior permission of the Warden must be obtained.
- 22) A boarder may request for the University vehicle strictly on medical grounds, with the prior permission of the Warden. All the medical expenses shall be borne by the boarders themselves.

- 23) Every student shall maintain high standard of peace, tranquillity and ideal conduct, cleanliness and discipline in his/her room. No student shall play music at high volume between 10.00 p.m. to 9.00 a.m., shout and scream or commit acts of misbehaviour with his/her fellow students. However, during the permitted hours, the boarders shall keep the sound at a level which does not disturb the other boarders. Violation of this Rule may result in a disciplinary action.
- 24) Ragging in any form is strictly prohibited and would attract severe disciplinary action as per the UGC guidelines, including expulsion from the University.
- 25) Obscene and indecent behaviour shall invite strict disciplinary action as per rules.
- 26) It is the responsibility of every resident to keep the room clean. The hostel employees are not responsible for the cleanliness of the rooms. Students shall also refrain from littering in and around hostel blocks, mess and playground. If found guilty, he/she shall be required to clean hostel, mess or playground as the case may be or pay fine as directed by the warden/authorized person.
- 27) Playing of outdoor games within the plinth area of the hostel is prohibited in order to avoid damage to glass, panes, furniture etc.
- 28) No student shall give tip, favour etc. to watchmen or sweeper of the university or any other functionary including the mess staff.
- 29) Possession of cigarettes, cigar, alcohol or any other narcotic substance or their use or consumption within the hostel premises is strictly prohibited and anyone found in possession thereof consuming such substance aforementioned, shall be liable to be expelled from the hostel. No boarder shall be permitted to use any hallucinogenic drugs or alcoholic drinks in the hostel. Even possession of these prohibited articles shall call for not only expulsion of the boarder from the hostel but also rustication from the University.
- 30) Boarders are strictly forbidden to keep/store Liquor, Lathi, Rod, Knives, boulder, crackers or fire arms either in their rooms or anywhere in the University Campus. Strict disciplinary action shall be taken against the erring students if noticed or found during the visit of the Proctor, Warden or any other authorities of the University.
- 31) For any indiscipline, actions can be taken in the form of imposition of fine and or/suspension of a student or students from the hostels, classes and the University.
- 32) Any dispute or problem arising between the students, for whatsoever reasons, shall lodge immediately to the Warden who shall refer the same to the Proctorial Board/Disciplinary Committee.

- 33) The Hostel Warden may conduct surprise visit/check in the hostel and take appropriate action to ensure discipline in the Hostel.

Over and above these Rules, a boarder shall also abide by the Regulation governing maintenance of discipline amongst the students of the University framed from time to time.

E. Hostel Mess:

- 1) All boarders shall accept the responsibility of the membership of the Mess Committee by rotation.
- 2) It shall be compulsory for every boarder to take their meals in the hostel.
- 3) Boarders shall take their breakfast normally from 7.00 a.m. to 8.30 a.m., lunch from 1.00 p.m. to 2.00 p.m. in the day time and evening tea between 5.00 p.m. to 6.00 p.m. and dinner from 8.00 p.m. to 9.30 p.m. No meals shall be served after the above timings.
- 4) Boarders shall, unless they are ill, take their meals in the dining hall. Meals may be served in the room provided it is recommended by the Medical Officer or the Warden and timely intimation for such service is given. Mess crockery/utensil shall not be taken out of the dining hall.
- 5) No boarders shall ill-treat or punish any staff of the mess of the hostel including a housekeeper. Complaint against them shall be made in writing to the Warden who shall take appropriate action.
- 6) Proper discipline, etiquette and manner of the Dining Table shall be maintained. Discussion in high pitch over Dining Tables should be avoided.
- 7) In case of non-availability of room in the Dining Hall boarder should wait for the changeover, system of "first come, first serve" shall be followed in Dining Hall.
- 8) Boarders are not permitted to enter into the Pantry, Cooking Area unless specifically authorized by the competent authority.
- 9) Boarders should avoid taking meals or any edibles from outside for hygiene reasons.

F. Visitors:

- 1) Visitors should not be taken in the rooms allotted to the boarders in the Hostel blocks. They can meet the visitors (including day-scholars) only in the library/T.V. room, unless in special circumstances the warden permits, in writing, a visitor in the room.
- 2) No female visitor including any girl student shall be allowed inside the Boys' Hostel and vice versa.
- 3) Close relatives may visit the hostel for a short period of an hour or two only during the day time with prior written permission of the Warden.
- 4) Visitor's vehicle shall not be permitted beyond the main gate due to Security reasons, however in case of old parents/ladies permission can be accorded by the Warden.

G. Security:

- 1) Boarders shall be responsible for the safety and security of their valuables, cash, mobile, laptop and other items which can be easily pilfered. Boarders desirous of keeping expensive items like laptops, camera, mobile or any other electronic item shall do so at their own risk and the University shall not be responsible in any manner for the loss of such items.
- 2) Boarders must ensure that their room is locked properly before they leave.
- 3) Boarders must obtain prior written permission from the warden in case they have to go out of Hostel beyond permitted hours and carry their identity cards in order to establish their identity and to avoid any complications outside.
- 4) Timings of incoming and outgoing of boarders from the Hostel shall be regulated as per the instructions issued on the subject from time to time.
- 5) As safety measure boarders are required to make entry in the incoming/outgoing registers maintained at gate in order to ascertain their whereabouts in case of any emergency.
- 6) No licensed or unlicensed fire arms or any lethal weapons including dagger etc., or any contraband materials whatsoever in any form shall be allowed in the hostel under any circumstances. Breach of this Rule by any boarder shall result in not only expulsion of the boarder from the hostel but also rustication from the University.
- 7) **Boarders are not allowed to keep or use two-wheeler or four-wheeler in the campus and/or in the vicinity of the campus under any circumstances.**

- 8) No vehicle shall be allowed beyond the main gate of the University Campus. Only in exceptional circumstances which the Warden feels justifiable, can allow the student to bring vehicle into the Campus. The decision of the Warden is final.

H. Disciplinary Control:

- 1) Every boarder living in the hostel shall be subject to the disciplinary control, primarily of the Warden and in the absence of the Warden the Proctor or any other officer authorized in this regard.
- 2) There shall be Disciplinary Committee consisting of the Proctor of the hostel as a Convener, the Warden as ex-officio member and any other faculty as a member thereof.
- 3) Any contravention or violation of these Rules shall be subject to punishment provided in Appendix-1.

I. Jurisdiction of authorities:

All cases of indiscipline in the hostel shall be dealt with by the Hostel Warden. He shall be competent authority to impose penalties subject to the quantum and conditions prescribed in Appendix-1 (Maintenance of Hostel Discipline) of the Hostel Rules.

J. Power of Inquiry from boarders: Any authorized person of the University shall have the power of demanding from the boarder their identity cards and such other information as may be desired by the aforementioned persons concerned. Boarders failing to provide the concerned information shall be liable to disciplinary action as given in Appendix-1.

K. Violation of Law of the land: All cases of indiscipline amounting to the violation of the law of the land shall be reported to the Proctor of the University, who may after proper investigation, report the matter to the Vice-Chancellor for necessary action.

L. Appeal: A boarder who has been subjected to any punishment by the Warden or other authorized officer may within two weeks of the order imposing punishment appeal to the Vice-Chancellor. The Vice-Chancellor, after being satisfied may pass necessary order in the matter. The decision of the Vice-Chancellor shall be final in the matter.

M. Saving Clause: Any question of discipline in hostel with regard to conduct not dealt with in these Rules shall be dealt with by the Vice-Chancellor.

Appendix-1

MAINTENANCE OF HOSTEL DISCIPLINE

Without prejudice to the generality of the foregoing previous “indiscipline” and “misconduct” in the hostel shall include the following and if the allegation of “indiscipline” and “misconduct” against a boarder is found correct, she will be liable to disciplinary action as indicated below.

	Acts	Punishment
A.	Indiscipline in the Hostel	
1	Act of ragging in the hostel	Rustication from the University and an FIR with the police authority as per UGC guidelines.
2	Leaving the hostel over-night without obtaining prior permission in writing from the Warden	Warning and on repetition of this thrice, the boarder shall be expelled.
3	Irregularity in attendance in hostel and /or classes and default in payment of Hostel dues.	--do--
4	Accommodation of unauthorized guest in the hostel room.	-- do --
5	Failure to inform about the number of guests during programmes.	-- do --
6	Ordering meals from outside between 9:00 PM and 06:00 AM whileresiding in the hostel.	A fine of Rs.200/- at least on each occasion.
7	Organizing games, sports or other programmes etc. in the hostel without informing the warden.	Imposition of fine of Rs.200/- and on repetition of this thrice, the boarder shall be expelled.
8	Playing of loud music or musical instrumentscausing nuisance.	-- do --
9	Change of room in the Hostel without priorpermission of the Warden.	-- do --
10	Possession and use of electrical appliances (other than that provided/permitted by the university)	Confiscation of appliances by the authorities and imposition of fine up to Rs. 1,000/- and repetition of such offence twice shall result in expulsion.
11	Obscene and indecent behaviour	Warning by the authorities and repetition of such offence twice shall result in expulsion.
12	Possession and use of liquor/cigarettes/chewing of Pan	Warning by the Warden with a fine of Rs.500/- and repetition of such offence

	Masala/Gutkha/Tobacco etc. in the hostel premises	twice shall result in expulsion.
13	Possession and use of any narcotic substance/hallucinogenic drugs	Warning by the Warden with a fine of Rs. 1,000/- and repetition of such offence twice shall result in expulsion.
14	Damage in any form to the hostel property.	Recovery of the actual loss besides punishment as decided by the Disciplinary Committee.
B.	Misbehaviour in the Hostel	
1	Manhandling or physical assault of any Hosteller or mess staff.	Suspension from hostel, pending inquiry. The punishment at the discretion of Disciplinary Committee.
2	Manhandling, assault or battery of anyone in the Hostel premises.	-do-
3	Removing any furniture or fixture of the Hostel without permission.	Rs.500/- fine on each occasion. Repetition of this thrice shall result in expulsion from the hostel.
4	Keeping arms and other contraband material etc.	-do-
5	Illegal/Unauthorized entry in the hostel	Rustication from the rolls of the University. Apart from any other punishment as decided by the Vice-Chancellor on the recommendation of the Warden/Proctorial Board.
6	Keeping/using vehicles (Two/ Four-Wheeler)	Expulsion from the Hostel.



**STUDENT'S CONDUCT AND DISCIPLINE RULES
(As Revised from time to time)**

PART –I :GENERAL

1. Title of the Rules:
These Rules shall be called “Maharashtra National Law University Students Conduct and Discipline Rules”.
2. Date of Commencement: These Rules shall come into force with immediate effect.
3. Application of Rules:
These Rules shall apply to all the students of the University.

PART-II :INDISCIPLINE AND MISCONDUCT

4. Acts of Indiscipline and Misconduct:
Any act of misconduct committed by a student inside or outside the campus shall be an act of violation of discipline of the University. Without prejudice to the generality of the foregoing provision, violations of the discipline shall include:
 - i. Disruption of teaching, student examination, research or administrative work, Curricular or extra-curricular activity or residential life of the members of the University, including any attempt to prevent any member of the University including any attempt to prevent any member of the institute or its staff from carrying on his or her work; and doing any act reasonable likely to cause such disruption.
 - ii. Damaging or defacing University property or the property of members of the University or any other property inside or outside the campus of the University.
 - iii. Engaging in any attempt at wrongful confinement of teachers, officers, employees or students of the University or camping inside or creating nuisance inside the boundaries of houses of teachers, officers and other members of the University.
 - iv. Use of abusive and derogatory slogans or intimidator language or incitement of hatred and violence or any act calculating to further the same.
 - v. Ragging in any form.
 - vi. Eve teasing or disrespectful behaviour to women or girls.
 - vii. Any assault upon or intimidation of or insulting behaviour towards teacher, officer, employee or student or any other person.
 - viii. Causing or colluding in the unauthorized entry of any person into the campus or in the

- ix. Unauthorized occupation of any portion of University premises, including hostels or halls of residence, by any reason.
- x. Getting enrolled in more than one course of study simultaneously in violation of the University rules.
- xi. Committing forgery, tampering with or misuse of the University documents or records, identification cards etc.
- xii. Furnishing false certificates or false information to any office under the control and jurisdiction of the University.
- xiii. Any illegal or unauthorized entry in the hostel.
- xiv. Consuming or possessing alcoholic drinks, dangerous drugs or other intoxicants in the premises of the University.
- xv. Indulging in acts of gambling in the University premises.
- xvi. Possessing or using any weapons such as knives, lathis, iron chains, iron rods, Sticks, Explosives and Fire arms in the University premises.
- xvii. Arousing communal, caste or regional feelings or creating disharmony among students.
- xviii. Not disclosing one's identity when asked to do so by an employee or officer of the University who is authorized to ask for identity.
- xix. Tearing of pages, defacing, burning or in any way destroying books of any library or seminar.
- xx. Unauthorized occupation of hostel rooms or unauthorized acquisition or use of University furniture in one's hostel room or elsewhere.
- xxi. Accommodating guests or other persons in hostels without permission of the Warden.
- xxii. Improper rendering of accounts for money drawn from or through any office under the control and jurisdiction of the University.
- xxiii. Coercing the Medical Staff to render Medical Assistance to persons not entitled for the same or any other disorderly behaviour.
- xxiv. Any act of moral turpitude.
- xxv. Any offence under the law.
- xxvi. Improper behaviour while on tour or excursion.
- xxvii. Pasting of posters or distributing Pamphlets, Handbills etc., of an objectionable nature or writing on walls and disfiguring building; and
- xxviii. Any other act which may be considered by the Vice-Chancellor to be an act of violation of discipline.
- xxix. Keeping/using two-wheeler or four-wheeler in the campus and/or in the vicinity of the campus.

PART –III :OFFICERS AUTHORIZED TO TAKE DISCIPLINARY ACTION

5. Without prejudice to the powers of the Vice- Chancellor in respect as of discipline, the Proctor & faculty members are authorized to take disciplinary action by way of imposing any penalty as specified in Part IV of these Regulations except expulsion or rustication from the Institute.
6. i. Any penalty enumerated in Rule 7 May be imposed by the Vice-Chancellor upon the recommendation of the Disciplinary Committee constituted by the Vice- Chancellor.
 - ii. Penalties other than those specified in Clauses (ix), (x), (xii) and xiii) of Rule 7 may also be imposed by any of the Officers enumerated in Rule 5, within their respective jurisdiction.
 - iii. Penalties on the offences relating to examination will be dealt by the relevant authorities.

PART- IV

7. Nature of Penalties - The following penalties may, for act of indiscipline or misconduct or for good and sufficient reasons, be imposed on a student, namely;
 - i. Written warning and information to the guardian.
 - ii. Fine up to Rs.5,000/-.
 - iii. Suspension from the Class/Hostel/Mess/Library or any other facility.
 - iv. Suspension or cancellation of scholarships, fellowships, or any financial assistance from any source or recommendation to that effect to the sanctioning agency.
 - v. Recovery of pecuniary loss caused to Institute Property.
 - vi. Debarring from participation in extra or co-curricular activities.
 - vii. Disqualifying from holding any representative position in the Class/College/Hostel/Mess/Sports/Clubs and in similar other bodies.
 - viii. Send down.
 - ix. Rustication for ever.
 - x. Expulsion for a specified period.
 - xi. Debarring from an examination.
 - xii. Issue of Migration Certificate.

xiii. Disqualifying from further studies, or prohibition of further admission or re-admission.

8. Any student against whom an allegation of misconduct has been made may be suspended from rolls of the University by the Vice-Chancellor, pending enquiry.
9. No penalty, provided in Clauses (ix), (x), (xi), (xii) and xiii) of Rule 7 shall be imposed without giving the student a reasonable opportunity of being heard.
10. A review would lie to the officer issuing the orders, within seven days, and an appeal would lie against the orders of the officers mentioned in these Rules to the Vice-Chancellor except where the original orders are made by the Vice-Chancellor.



ANTI-RAGGING RULES, 2009

(As Revised from time to time)

GENERAL

1. The University has adopted the UGC Regulation on the Menace of Ragging in Higher Education Institution, 2009. The relevant Rules are as under:
2. Title of the Rules:
These Rules shall be called “Maharashtra National Law University, Aurangabad Anti-Ragging Rules”.
3. Date of Commencement:
These Rules shall come into force with immediate effect.
These Rules shall apply to all the students of the University.

1. Meaning of Ragging:

Any disorderly conduct whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness any other student, indulging in rowdy or undisciplined activities which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in a fresher or a junior student or asking the students to do any act or perform something which such student will not in the ordinary course and which has the effect of causing or generating a sense of shame or embarrassment so as to adversely affect the physique or psyche of a fresher or a junior student.

2. Punishable acts amounting to Ragging:

- ❖ Abetment to ragging
- ❖ Criminal conspiracy to rag
- ❖ Unlawful assembly and rioting while ragging
- ❖ Public nuisance created during ragging
- ❖ Violation of decency and morals through ragging
- ❖ Public nuisance created during ragging
- ❖ Violation of decency and morals through ragging

- ❖ Injury to body, causing hurt or grievous hurt
- ❖ Wrongful restraint
- ❖ Use of criminal force
- ❖ Assault as well as sexual offences or even unnatural offences Extortion
- ❖ Criminal Trespass
- ❖ Offences against property
- ❖ Criminal intimidation
- ❖ Attempts to commit any or all of the above-mentioned offences against the victim(s)
- ❖ All other offences following from the definition or “Ragging”

3. Punishment at the Institution level:

Depending upon the nature and gravity of the offence as established by the Anti-Ragging Committee of the Institution, the possible punishments for those found guilty of ragging at the institution level shall be any one or any combination of the following:

- i. Cancellation of admission.
- ii. Suspension from attending classes.
- iii. Withholding withdrawing scholarship/fellowship and other benefits.
- iv. Debarring from appearing in any test/examination or other evaluation process.
- v. Withholding results.
- vi. Debarring from representing the institution in any regional, national or international meet, tournament, youth festival, etc.
- vii. Suspension/expulsion from the hostel.
- viii. Rustication from the institution for period ranging from 1 to 4 semesters
- ix. Expulsion from the institution and consequent debarring from admission to any other institution.
- x. Fine of Rupees 25,000/-.
- xi. Collective punishment: When the persons committing or abetting the crime of ragging are not identified, the Institution shall resort to collective punishment as a deterrent to ensure community pressure on the potential raggers and any of the above punishments, as recommended by the Anti-Ragging Committee, may be imposed.

**Registrar
Maharashtra National Law University,
Aurangabad**