ATSVS Siddha Medical College & Hospital Munchirai.

Hostel-Rules and Regulations-2026

(available at our college website: www.atsvssmc.org)

The Students should behave themselves on the Campus as well as outside so that dignity of the institution is maintained. The following hostel rules and regulations will come into effect from 1st June 2026.

1. Admission:

1.1 No student will be allowed to stay in the hostel without formal admission and hostel deposit.
1.2 The College administration may refuse admission to any student without assigning reasons.
1.3 Before admission the student must give an undertaking.

2. Fees:

2.1 Room rent, mess fees or any other charges subject to change without notice and management reserves the right.
2.2 Hostel fees Rs. 90,000/- and deposit Rs. 20,000/- should be paid at the time of admission to hostel. This advance will be finally refunded after deduction of damages fee when the student leaves the Institution.
2.3 No refund is permitted during the middle of the course.
2.4 Mess fee will be collected on yearly basis.
2.5 **No reduction in mess fees for any reason.**

3. Room Allotment:

3.1 Administration has the right to allot rooms to the students.
3.2 Students must occupy the rooms allotted to them and should not exchange rooms.
3.3 Day Scholars or other relatives of the students are not permitted to enter (or) stay in the hostel.

4. Mess:

4.1 Students should take food only at the mess.
4.2 No students shall be allowed to take the food to their rooms or outside the dining hall.
4.3 Students are expected to maintain perfect discipline and order in the canteen.

4.4 Menu chart will be changed once in three months and majority students willingness will be considered for menu.

4.5 Mess timings should be strictly followed.

	I year	Others (II yr to Internees)
Break fast	7:30 to 10:00 AM	7:30 to 10:00 AM
Lunch	12:30 to 1:30 PM	1:00 to 2:00 PM
Tea & Snacks	4:30 to 6.30 PM	4:30 to 6:30 PM
Supper	7:00 to 8:30 PM	7:00 to 8:30 PM

4.6 Wasting food is a crime. If anybody is found wasting food he/she will be fined for fist time; if repeating he/she will be expelled from hostel.

4.7 Any complaints regarding the mess or canteen staff should be submitted to the warden or entered in the complaint register. Arguments with canteen staff must be avoided.

4.8 Online food delivery is strictly prohibited in the hostel. Outside food including online food is permitted only in the canteen. Students bringing outside food must inform the canteen manager in advance to prevent food wastage.

5. Discipline and Behaviour:

5.1 Noise level must be kept low at all times to allow others to study or sleep in comfort.

5.2 Strict disciplinary action will be initiated if any student is caught committing a crime or theft of any kind and may be evicted.

5.3 Student shall dress neatly at all times and especially in dining area. Wearing shorts, Bermuda, Miniskirts and night dress should be avoided. Girls should wear churidhar and boys should wear full pant.

5.4 Students are not allowed to keep items threatening in their possession in hostel.

5.5 Possession and consumption of intoxicants and any kind of substance abuse is strictly prohibited.

5.6 Students are advised not to keep any expensive jewellery or heavy cash or anyother valuables in their rooms.

5.7 Students shall not give any tips to anybody.

5.8 In case of any unacceptable behaviour by the room-mate, the other room-mate must report it.

5.9 All Students will remain present at the time of roll-call by the warden.

5.10. Parties or gatherings or unauthorized group activities are prohibited.

6. Upkeep of the Hostel:

6.1 Students are responsible for cleanliness and tidiness of their rooms including common Areas and bathrooms.
6.2 Use of electrical appliances such as heater, hot plates etc. in hostel room is strictly prohibited.
6.3 All fans, lights and other electric usages must be switched off when not in use, otherwise fine will be levied as Rs. 2000/-.
6.4 Placing of luggage or unwanted items outside the room or anywhere in hostel except allotted area is not allowed.
6.5 Hostel furniture must not be moved without permission.
6.6 Students will be charged for all damages.
6.7 Pasting of posters, writings, wall chalking of any kind is not allowed.
6.8 Students shall use water judiciously and preserve it. Leakage etc in bathrooms should be reported.

7. Visitors:

7.1 Parents are permitted to meet their wards on holidays or 2nd & 4th Saturday afternoon.
7.2 All visitors must register at the security counter and provide all details if required.
7.3 Parents may use the visitors lounge or common room or outside to meet their ward.
7.4 Visitors are not permitted into rooms.
7.5 Dayscholars or relatives are prohibited in the hostel without permission.

8. Go-home/outing:

8.1 Students are allowed to go home only once in a month. If they need to go in between days, students can leave only if their parents come and take along.
8.2 Students will make necessary entry in the In-out Register available in hostel and security room with prior permission from warden. They must return to hostel by 6.00 PM.
8.3 Late permission will be given to students returning with parents upto 9.00 PM.
8.4 Students who needs to stay out after the stipulated time must take prior permission.
8.5 Taking leave prior or after holidays should be strictly avoided; otherwise fine will be levied Rs. 5000/- day). Exemption is only for medical leave.

8.6 Outing days:

Friday to temple	- 4:30 PM to 6:00 PM
Sunday to Church	- 6:30 AM to 8:30 AM
	(or) 8:00 AM to 10:00 AM
Sunday outing time	- 1.30 PM to 6.00 PM

8.7 Outing time will not be exceeded. If the time limit is exceeded, the next 3 outings will be cancelled.

9. Security:

9.1 Students are responsible for all their personal belongings.
9.2 Students shall always lock the room before leaving.
9.3 After examination student should vacate the hostel without leaving any of their belongings.

10.General issues:

10.1 Cleanliness of room is to be maintained by student.
10.2 Bathroom and washing area should be kept clean.
10.3 Sports items should be used with the permission of warden and return it intact after their use.
10.4 Students are not permitted to have any type of motor vehicles.
10.5 Study time:
Daily - 6:30 PM to 7:30 PM & 8:30 PM to 09:30 PM.
10.6 T.V. time:
Daily - 7:30 PM to 8:30 PM
Holidays - 9.30 AM – 11.30 AM & 2:00 PM to 5:00 PM
10.7 i) Medical aid will be provided by warden so report immediately and girls should not convey the matter to boys.
ii) If anybody stay at hostel without attending classes because of their sickness, they should get prior permission from warden and submit leave letter with warden's signature.
iii) If anybody needs outside consultation, warden will arrange the conveyance and choose the hospital as per the need.
10.8 Surprise check of hostel rooms will be carried out by the administration.

11. Phone/Cell Phone:

11.1 Hostellers are permitted to have mobile, but it must be switched off and handed over to warden.

11.2 Mobile phones are permitted for both study and calling purposes during the following hours:

Daily : 6:30 PM – 9:30 PM

I year : 6:30 PM – 9:00 PM

11.3 If anybody has their mobile other than the permitted time, it will be seized and fine Rs. 5000/- will be levied and if repeating they will be evicted from hostel.

11.4 Parents can talk to their wards over landline phone or common mobile for urgency.

11.5 Common mobile will not be given to students for outgoing calls.

12. Authority:

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

12.2 The principal of the college reserves the right of expelling any hosteller at any point of time without any notice.

12.3 Administration of hostel is looked after by the warden.

12.4 Principal reserves the rights to revise the rules and regulations, terms and conditions from time to time.

13. Ragging:

Ragging in any form is banned inside and outside the campus. It is a criminal offence. Strict action will be taken against the defaulters. (Refer the UGC guidelines regarding ragging at (www.antiragging.in)

14. Internees:

14.1 Regarding admission of Internees at hostel, Nobody can claim it as a matter of right.

14.2 There is no exemption in the rules and regulation to Internees. If they are not willing to obey the rules and regulation they can stay outside.

15. Complaints:

15.1 Complaints if any shall be made in writing to the warden or principal.

15.2 Students are not allowed to make any complaints as a group. Individual complaints will be considered.

15.3 Oral complaints will not be entertained.

16. Holidays to go home:

1. **June**
   26 - Muharram
   27 - 4th Saturday
   28 - Sunday
2. **July**
   25 to 26
3. **August**
   22 to 23
4. **September**
   12 - 2nd Saturday
   13- Sunday
   14 - Ganesh Chathurthi
5. **October –** Pooja Holidays 18 to 20
6. **Novembe**r - Diwali Holidays 5 to 10
7. **December** - Christmas Holidays 24 to 27
   24 - Christmas Eve
   25 - Christmas
   26 - 4th Saturday
   27 - Sunday

17. <u>For Contact:</u>

Girls -I Years : 9385426483 Boys hostel : 7418136239

Girls hostel : 8056680405

Principal