

MARY MATHA HOSTEL - RULES & REGULATIONS 2014 -2015 (Ladies)

Working Days		Holidays	
6.00 am	Rising	6.30 am	Rising
06.30 am – 08.00 am	Study Hours	07.00 am – 09.00 am	Study Hours
08.00 am – 08.30 am	Breakfast	08.30 am – 09.00 am	Breakfast
08.30 am – 09.15 am	Preparation for classes	09.30 am - 01.00 pm	Study / Free Time
01.30 pm – 01.55 pm	Lunch	01.30 pm – 02.00 pm	Lunch
04.00 pm – 06.30 pm	Tea, Sports , Games & Bath	02.00 pm – 04.00 pm	Free Time
06.30 pm – 07.25 pm	Study Hour	04.00 pm – 06.30 pm	Tea, Sports, Games & Bath
07.30 pm – 09.00 pm	Supper, Recreation	06.30 pm – 07.25 pm	Study Hour
09.00 pm – 10.30 pm	Study Hour	07.30 pm – 09.00 pm	Supper, Recreation
		09.00 pm – 10.30 pm	Study Hour
		10.30 pm	To Bed

1. Students should maintain strict silence during the study hours.
2. Students should not cause disturbances / inconveniences to other inmates in the hostel.
3. Any damage to the properties will be recovered as fine from the inmates of the hostel.
4. Ragging in any form is strictly prohibited in the hostel and in the college campus.
5. Smoking & Liquor drinking is strictly prohibited in the campus.
6. Students should use water and electricity carefully.
7. Keep the toilets, urinals, bathrooms and hostel premises neat & clean.
8. Students should be in neat & clean dress when they enter the mess hall.
9. Students must pay the mess bill within the 1st week of every month in advance.
10. The mess fee will be refunded only in unavoidable circumstance (sickness), if it is more than ten days continuously and it will be only 50%.
11. If the students have any complaints regarding food they can report it to the mess secretary / warden only after taking the food.
12. Students are strictly prohibited to enter into the kitchen
13. Students are not allowed to bring their friends / guardians / parents / day scholars into the hostel without the explicit permission of the Warden.
14. Students should compulsorily submit leave letter before they take leave with the sign of Guardian / Warden.
15. Students should fill up the 'Outgoing Register' before going out of the hostel.
16. Students should not go out of the college campus between 06.00 pm to 07.00 am.
17. During the class hours, students are not permitted to stay in the Hostel.
18. Students should obey the directions of the hostel warden.
19. Mess fee and other hostel fee may increase year wise.
20. Girl students should get explicit permission from parents to go out over night from the hostel.
21. Heavy fine will be collected from the students who are violating the hostel rules.
22. Principal of the college has the right to monitor the discipline in the hostel.

Declaration

I declare that I obey all the rules & regulations of the hostel and the directions of the management. If I violate any of these rules / regulations, the management can take any appropriate action on me.

Place :
Date :

Signature of the Parent / Guardian

Signature of the student