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OFFICERS OF THE UNIVERSITY

Chancellor
His Excellency SH. BANDARU DATTATREYA
Governor, Haryana

Name and Designation	Contact Nos.
Vice-Chancellor	01262-274327
Prof. Rajbir Singh	01262-274710
Dean, Academic Affairs	01262-262208
Prof. A.S.Maan	
Registrar	01262-274640
Prof. Gulshan Lal Taneja	
Dean, Students' Welfare	01262-285090
Prof. Randeep Rana	
Proctor	01262-293174
Prof. Rajesh Punia	
Chief Warden (Boys)	01262-293217
Prof. Satyawan Baroda	
Chief Warden (Girls)	01262-293221
Prof. Sapna Garg	

**MAHARSHI DAYANAND UNIVERSITY ROHTAK
HOSTEL ADMINISTRATIVE STRUCTURE**

Prof. Sapna Garg	Chief Warden (Girls)	provost.girls@mdurohtak.ac.in	9896091443 01262-293217
Prof. Pratima Devi	Dy. Chief Warden	provost.girls@mdurohtak.ac.in	9255121164 01262-293217

Hostel	Wardens	Email	Mobile
Ganga Hostel No.1	Ms. Santosh Hooda	warden.ganga@mdurohtak.ac.in	9813422360
Narmada Hostel No.2	Ms. Rajbala	warden.narmada@mdurohtak.ac.in	9812224027
Saraswati Hostel No.3	Dr. Babita Khosla	warden.saraswati@mdurohtak.ac.in	9991222344
Kaveri Hostel No.4	Dr. Priyanka Yadav	warden.kaveri@mdurohtak.ac.in	9050671168
Godavari Hostel No.5	Dr. Babita Khosla	warden.godavari@mdurohtak.ac.in	9991222344
Sabarmati Hostel No.6	Ms. Sunita Ishpuniani	warden.sabarmati@mdurohtak.ac.in	9416945933
Meghna Hostel No.7	Dr. Sunita Malhan	warden.meghna@mdurohtak.ac.in	9996303937
Yamuna Hostel No.8	Dr. Kavita	warden.yamuna@mdurohtak.ac.in	7496831830
Bhagirathi Hostel No.10	Ms. Rajbala	warden.bhagirathi@mdurohtak.ac.in	9812224027

OFFICERS/OFFICIALS OF THE GIRLS' HOSTELS

Prof. Sapna Garg	Chief Warden	9896091443
Dr. Pratima Devi	Dy. Chief Warden	9467326839
Ms. Jyoti Behl	Assistant	9466393997
GANGA HOSTEL (GH-1)		
Ms. Santosh Hooda	Warden	9813422360
Ms. Suman	Assistant	8818028926
Ms. Bimlesh	Assistant (Working as Supervisor)	8950173834
NARMADA HOSTEL (GH-2)		
Ms. Rajbala	Warden	9812224027
Ms. Rekha	Assistant (Workng as Supervisor)	8901103695
Ms. Mamta	Assistant	8607835406
SARASWATI HOSTEL (GH-3)		
Dr. Babita Khosla	Warden	9991222344
Ms. Asha	Assistant	8059813124
Ms. Veenus	Supervisor	9215188821
KAVERI HOSTEL (GH-4)		
Dr. Priyanka Yadav	Warden	9050671168
Ms. Suman	Assistant	8818028926
Ms. Sunil	Clerk (Working as Supervisor)	9254663789
GODAVARI HOSTEL (WORKING WOMEN) (GH-5)		
Dr. Babita Khosla	Warden	9991222344
Ms. Asha	Assistant	8059813124
Ms. Veenus	Supervisor	9215188821
SABARMATI HOSTEL (GH-6)		
Ms. Sunita Ishpuniani	Warden	9416945933
Mrs. Murti	Supervisor	7015809313
Ms. Mamta	Assistant	8607835406
MEGHNA HOSTEL (GH-7)		
Dr. Sunita Malhan	Warden	9996303937
Ms. Indu Saini	Supervisor	8901140814
Ms. Renu	Assistant	7082080765
Mrs. Rakhee	Assistant	7206060020
YAMUNA HOSTEL (GH-8)		
Dr. Kavita	Warden	7496831830
Ms. Sarika Singhal	Supervisor	9416234899
Ms. Prakrati	Assistant	8168612871
BHAGIRATHI HOSTEL (GH-10)		
Mrs. Rajbala,	Warden	8307198788
Ms. Sunita	Assistant (Working as Supervisor)	9466220725
Ms. Prakrati	Assistant	8168612871

There are 10 Girls 'hostels in all. Each hostel has a Warden and a Supervisor for its smooth functioning and the overall control lies with the Chief Warden.

Configuration of Room /Seats

Sr. No.	Name of Hostels	No of Rooms	No. of Seats
HOSTEL-1	Ganga	210	350
HOSTEL-2	Narmada	120	240
HOSTEL-3	Saraswati	156	160
HOSTEL-4	Kaveri	178	297
HOSTEL-5	Godavari	20	60
HOSTEL-6	Sabarmati	178	298
HOSTEL-7	Meghna	119	238
HOSTEL-8	Yamuna	118	236
HOSTEL-9	Krishna*	150	300
HOSTEL-10	Bhagirathi	146	292

* Under Renovation

SECTION-1

ADMISSION PROCEDURE IN GIRLS' HOSTELS

Eligibility

1. Accommodation in the University Hostels is available only to the bonafide students admitted to the programs running in the UTDs excluding the following:
 - i) Student whose residence/house is within the distance of 30 km from MDU Rohtak. For providing wrong information, the student will be expelled from the hostel and the matter will be forwarded to the University authorities for strict disciplinary action.
 - ii) Day Scholars, Bus Pass Holders, Students admitted to evening Programs except LLM (evening), Students admitted to CDOE/Diploma (except DISLI/DTISL)/ Certificate courses, Students pursuing 2nd (second) UG/PG program from MD University. Students who are employed part time/full time in any organization or are self-employed or involved in/taking up any other gainful employment, professional work/assignment.
 - iii) Students expelled in the past from M.D.U. Hostels and University Teaching Departments.

Renewal of Hostel Admission

- i) The residents who are promoted to next class of their respective programs shall be required to submit renewal forms in each academic session.
- ii) The bonafide resident whose result is awaited must apply in time but final allotment may be granted only after the declaration of the results and subject to the availability of seats in the hostel.

The renewal of Hostel admission would only be granted to those:

- i) Who have been promoted to next class/semester and fulfill the eligibility conditions are eligible.
- ii) Who have cleared all hostel dues before appearing in the annual/semester examinations.
- iii) Whose conduct report issued by the respective Warden is satisfactory.

The following student(s) shall not be eligible for admission / renewal in the hostel:

- i) Those who were detained from appearing in examination by the university authorities.
- ii) Those who did not appear in the examination on their own without any valid reason.
- iii) Those who got reappear in the previous declared result.
- iv) Disciplinary action(s) was/were taken against her/them by the university authorities.
- v) Those who violated hostel rules/ laws or has/have been found guilty of breaching hostel discipline and/or has/have been reprimanded, fined, or punished in any way by the Chief Warden/ Deputy Chief Warden/Wardens.

SECTION – II

Submission of Admission Form

1. The admission in the hostel for students admitted in University Teaching Departments will be made online through Student Portal(<https://student.mdu.ac.in>). Processing fee Rs. 110/- for online submission of hostel admission form till last date. After last date the processing fee will be Rs. 220/-. The last date shall be calculated from the date of admission.
 - (i) Each Student has to upload residential proof (any one) i.e. Aadhar Card/Voter Card/Driving Licence/Passport/Ration Card, while filling up the Hostel Admission form. This is mandatory.
 - (ii) Each student has to submit the undertaking of not indulging in any kind of ragging activities.
 - (iii) Each student has to submit the undertaking regarding complying with the hostel rules/regulations.
 - (iv) Each Student has to upload self-bank account proof for refund of Hostel Security/Caution Money and Mess Advance/Mess Security while filling up the Hostel Admission form.

2. **Documents to be submitted at the time of admission along with hardcopy of Hostel Admission Form.**
 - (i) Six passport size latest photographs without attestation.
 - (ii) The Anti- ragging undertaking.
 - (iii) Undertaking regarding strict adherence of hostel rules.
 - (iv) An attested photocopy of last attended University examination from the HOD concerned.
 - (v) A guest list along with the photograph of parents and guardians which is to be attested by parents.
 - (vi) The Students are permitted to own/ use Two Wheelers. Such students shall have to furnish the vehicle information (Copy of the Registration Certificate of the vehicle and Driving License) at the time of admission.
 - (vii) **Ph. D Students shall also have to fill and upload an additional proforma, Annexure-A, countersigned by respective Supervisor/Guide and HOD/Director for their admission in the university hostel.**

SECTION - III

Preparation of Merit List

1. Concerned HOD/Director will forward the merit list strictly following the Haryana State Government Reservation policy and as per the following criteria for the preparation of merit list.

(i) Distance (Max Score: 20)

Score for distance shall be calculated by taking 5 % of distance up to a maximum of 20 marks.

(ii) Academic Merit (Max Score: 30)

Academic merit will be calculated by taking 30% of the marks obtained in the previous semester/ year/latest result declared by University (in case of intermediate students having reappear zero mark).

Academic merit will be calculated by taking 30% of the marks obtained in the qualifying academic programme (in case of new admission).

Computation of merit list for admission in hostels shall be prepared by using the formula

Academic Merit Score (Out of 30) + Distance Score (Out of 20)

For example, if a student is having 80% marks in previous semester and distance of her residence is 350 kms, his merit score will be computed as follows

$24 + 17.5 = 41.5$ (i.e. 30% of 80 = 24 for academic merit + 17.5 i.e. 5% of 350 for distance)

The distance will be measured from the residential address city/village as mentioned in residential proof attached by the student and computed through Google Map/verification from the concerned Haryana Roadways office.

For Ph.D Students:-1st preference will be given to those Ph. D scholars who are eligible to get admission in University Girls' Hostel and who are availing URS or Scholarship/Fellowship from any Central/State Government funding agency and whose attendance in the Department is mandatory. The 2nd preference will be given to those non fellowship holder Ph.D scholars who are otherwise eligible to get admission in University Girls' hostels and provide a recommendation letter or justification by the HOD/Director regarding their presence/attendance in the Department/ Institute/ Centre as necessary (on the vacant out seats of their Department/ Institute/ Centre).

2. The HOD/Director shall forward the complete list of students to be admitted (as per seat matrix) in one lot. A hard copy of the merit list along with the admission forms shall also be forwarded to the concerned hostel Warden and a soft copy be forwarded to the office of Chief Warden (Girls) at email: chiefwarden.girls@mdurohtak.ac.in

SECTION – IV

Rules & Procedure for Allotment of Rooms

1. Right of admission to the University Girls' Hostels is reserved with the Chief Warden (Girls).
2. Rooms will be allotted by the Warden and countersigned by the Deputy Chief Warden/Additional Chief Warden/Chief Warden.
3. The residents in the hostels are required to submit an undertaking that they will not handover their rooms to anybody else and vacate the hostel room within 48 hours after the completion of theory examinations/practical examination/30th June 2025, whichever is earlier. Ph.D. Scholars shall have to vacate the room of the hostel within 48 hours of the date of submission their thesis. The research scholars who have submitted their Ph.D. thesis shall not be considered for fresh admission in the hostel.
4. In case possession of the room is not taken by the admitted student within a period of 10 days, admission will be cancelled, and the fee will not be refunded in any case.

Each admitted student must **bring her** parents (mother and/or father), along with their Aadhar Card and two recent family photographs in the concerned hostel. However, if mother / or father are not alive, their death certificate must be attached. In this case the applicant can **bring her** sister/guardian along with their Aadhar Card and two recent photographs with the guardian endorsed by the HOD of the respective department in which she has taken the admission.

5. On arrival, the student will report to the Hostel Supervisor or any other official of the hostel authorized by the Warden and will take possession of the room after filling up the room possession form through the student portal, signing the inventory of the furniture, electrical and other items in the room.
6. Two (2) seats are reserved for foreign students in each hostel.
7. 20% seats are reserved for SC students of Haryana in each hostel as per state government reservation policy w.e.f. 2021-22.
8. Fresher/Junior students will be allotted dormitories.
9. No student would be admitted in the hostel without the recommendation of the HOD. All the applications must reach the Office of the concerned Hostel Warden within the stipulated time.
10. Residents are not permitted to be shifted from the allotted room in any case without due permission through proper channel from the Chief Warden.

Facilities Available for Hostel Residents:

1. Round the clock Security.
2. Ambulance facility.
3. Periodic Health checkup camps by Youth Red Cross wing of the Universtiy.
4. Cooperative Mess facility.
5. A well-furnished Common Room with LCD facility, Reading Room with magazine and newspaper are available in each hostel.
6. Sanitary Napkins Vending machines are available in the Girls Hostels.
7. Periodic Psychological and personnel counseling.
8. Regular Yoga and Aerobic sessions.
9. Personalized care for Hostel Residents.
10. Spiritual sessions for meditation and stress-management.
11. Opportunity for participation in Outreach Activities.
12. Hand-holding of the residents by mentors.

SECTION - V

General Rules for Hostellers

Admissions shall be sought afresh in every academic session and the residents will conform to the following:

- i. The residents are entitled for accommodation in the hostel only as long as they are bonafide registered students. Accommodation will not be provided to any such student whose registration has been cancelled or who is not on Rolls of any Department/Institute/Centre.
- ii. A copy of the application form duly signed by the parents/guardian of the resident and recommended by the HOD/Director of the respective Deptt./Institute/Centre etc. has to be submitted to the hostel.
- iii. Residents are required to abide by all rules and instructions given in the Hostel Guidelines and as notified on the Notice Board from time to time. They are not to plead ignorance of the same. They shall co-operate with the hostel staff and actively participate in the smooth running of the hostel.
- iv. All the conduct rules that are applicable to the residents of different hostels, conveyed from time to time through the Chief Warden/Additional Chief Warden/Wardens/ Supervisor, must be complied with.
- v. The residents must keep the hostel Identity Card (issued by Warden Office) with them, all the time.
- vi. Rooms are allotted to each resident on their personal responsibility. They should see to proper upkeep of their room, hostel and its environment. Residents should bring to the notice of the hostel supervisor/ Warden, all routine maintenance works (Civil, Carpentry and Electrical), if any, to be carried out in their rooms.
- vii. The rooms, common areas and surroundings should be kept clean and hygienic. Notices shall not be pasted on walls and walls shall not be scribbled on.
- viii. Residents should co-operate in carrying out maintenance work and vacate their rooms completely when the hostel authorities require the rooms for this purpose. If any maintenance work is to be carried out when the room is under occupation, it is the occupant's responsibility to make the room available for the same.
- ix. In the event of proceeding on unscheduled leave on account of illness, family matter, etc., residents must inform the Warden in writing
- x. Before vacating the rooms, the students shall fill up the Room Vacating Handover form through student portal. All the electrical installations including the fan should be handed over intact, in addition to the furniture. The personal locks have to be removed while vacating the room.
- xi. All residents are required to clear their Hostel, Mess and other dues and obtain a **No Dues Certificate** from the concerned warden before they appear in their examination and also clear all the subsequent dues before they vacate the hostel; failing which they shall be liable to other disciplinary action including forfeiture of hostel-security etc. and their names will be forwarded to the Head of the Department/COE/Registrar for withholding their declaration of their results/award of degree.

Attendance and Leave Rules

- i) Residents going for research/project work/field work or attending seminar/conference or participating in camps/sports tournaments organized by DSW/ Sports office as a member of University team /departmental educational tour must submit prior written permission along with relevant documents from the HOD/ DSW/Director Sports in the office of the Warden before leaving the hostel.
- ii) No resident is allowed to leave the hostel during night except in emergency. She can go with her parents/relatives whose photos are in the approved guest list submitted by the parents at the time of admission, with the permission of the Warden/Supervisor. Any resident found violating this rule will be liable to be expelled from the hostel/University and or fine upto Rs. 100/- will be charged.
- iii) In case a resident comes late to the hostel (without information/permission) or is found absent from the hostel at night without prior permission of the hostel authority, the hostel Warden will immediately inform to the Chief Warden and the parents of that girl student, and may take disciplinary action, if required.
- iv) No resident is allowed to leave the hostel during night or early morning except in emergency and with the prior permission of the Warden (information to the Chief Warden/Deputy Chief Warden). She can go with her parents/relatives whose photos are in the approved Guest List.
- v) In special cases, if the residents are required to leave the station, written prior permission of the Head of the Department/Institute concerned should be submitted to the Warden.
- vi) A resident, under all circumstances, shall inform the Warden about her absence from the hostel. She shall sign the register maintained for the purpose at the hostel gate.
- vii) If any resident apply for leave for more than one week then concerned hostel warden/supervisor should inform their parents.
- viii) At the time of roll call the residents must show their Hostel I-card to the concerned Hostel Attendant.
- ix) Residents in girls' hostels shall be present in-person for daily roll-call on the timings notified from time to time. Attendance will be taken by the Warden/Supervisor/Attendant. Defaulters will be marked absent and fined accordingly. Strict disciplinary action, including expulsion from the hostel/University, will be taken against the defaulter.
- x) The names of the residents absenting themselves without permission for a fortnight or more, may be struck off from the rolls and possession of their rooms will be taken by the Warden.
- xi) The hostel gate will Open at 5.00 a.m. and Close at the time mentioned below:

April 1 st to Sept. 30 th	-	8.00 p.m.
Oct. 1 st to March 31 st	-	7.00 p.m.
Inter Hostel (Summer Time)	-	10.30 p.m.
Inter Hostel (Winter Time)	-	10.00 p.m.

Late entry beyond specified time is not allowed in any case. However, in unforeseen circumstances, the entry may be allowed with the permission of the Warden (information to the Chief Warden) after

telephonic discussion with their parents.

- xii) Hostel will be checked by the concerned Warden/Supervisor at night daily and parents' of those students who apply for night leave will be informed telephonically/text message.
- xiii) Strict disciplinary action shall be taken against those, who fail to abide by the Leave/Attendance rules.

Conduct of Residents

- i) Each resident must show due respect and courtesy to the University faculty, administrators, officers, employees, visitors, and residents. They must not infringe upon the rights of fellow residents.
- ii) Any resident found/ indulged in damaging the hostel property in any manner shall pay the full cost, including installation charges, if any. In addition, he would also be liable to a fine imposed by the Warden/Additional Chief Warden/Chief Warden including disciplinary action as decided by the University authorities.
- iii) Residents are expected to come to Dining Hall, Common Room, Visitors Room, Reading Room and Office properly attired, failing which they shall be liable for disciplinary action.
- iv) In the event of an illegal activity in the Hostel premises the University/Hostel Administration is obligated to permit the police and initiate legal action.
- v) In the event of residents involvement in any activity outside the Hostel premises which is punishable by the law of the land, the Hostel Administration in no way, whatsoever, provide any support to them and will not be responsible for any action taken thereof.

Hostel Regulations

- i) When the residents go out of their room they should switch off all the electrical / electronic appliances, and keep it locked. Violation will attract suitable penalty and punishment as decided by authorities.
- ii) Four wheelers in hostel-premises will not be permitted; however, two wheelers can be used by the hostellers. Exceptions are made for students with physical disability upon obtaining specific prior permission from Chief Warden. However, two wheelers can be used by the hostellers. The University will not be responsible for theft of any vehicle.
- iii) Before leaving the hostel, every resident shall obtain clearance from the Hostel Supervisor/Warden and personally by handing over the room and hostel property to the Hostel Supervisor. A penalty of Rs. 5000/- will be imposed on the defaulter resident.
- iv) The resident shall not move any furniture from its proper allotted place or damage them in anyway. If there are any additional items other than the above, belonging to the hostel, in a room, the occupant of the room shall hand over them to the Warden, failing which she will be charged a penal rent as decided by the Warden.
- v) The resident shall not remove any fittings from any other room and get them fitted in her room. Any Violation in this regards will attract suitable penalty as decided by warden.

- vi) Residents shall not indulge in any quarrel with hostel residents/Housekeeping staff or anybody else. If a resident is found violating the hostel rule, a fine of Rs. 2500/- will be imposed on the resident. Any complaint of indiscipline or insolence against any hosteller must be reported to Hostel Supervisor or Warden, as the case may be.
- vii) Smoking, gambling and consumption of alcoholic drinks and / or narcotic drugs in the hostel premises is strictly prohibited. Possession and use of narcotic substances is illegal. Residents shall not enter the hostel premises in intoxicated state and should not possess any such material. Severe action will be taken if any resident is found violating this, resulting in expulsion from hostel and rustication from the Department. Students should not smoke inside the hostel / room / common room / dining hall / toilets / corridors / terrace etc. In case anyone is found guilty of smoking, consumption of alcoholic drinks and/or narcotic drugs a fine of Rs. 5000/- will be imposed. A part from the fine, depending on as the case, the hostel administration reserves the right to take direct disciplinary action, amounting to even expulsion at short notice from the hostel on the recommendation of the hostel discipline committee and may further to the university authorities for strict disciplinary action against such students (s).
- viii) Private Cooking in the hostels /residents' room is strictly forbidden. Such appliances, if found, will be confiscated and the resident will be imposed a minimum fine of Rs 1000/- per appliance. The use of electrical appliances such as immersion heaters, electric stove / heaters is strictly forbidden. Keeping of Gas Cylinders inside hostel rooms is also strictly prohibited. Violation of this clause will lead to expulsion from hostel.
- ix) The uses of any audio/video systems which may cause inconvenience to other hostel residents are not allowed. A minimum fine of Rs 500/- per appliance shall be charged for using the same. If the concerned resident is found repeating the mistake, strict disciplinary action (including cancellation of room) shall be taken against her.
- x) The resident is solely responsible for any damage to the property in the room during her occupancy of that room and will be required to make good the damage, if any she is required to fill in the inventory of the furniture and other items available and hand over the furniture & other materials in good condition when she changes/vacates the room/hostel.
- xi) In case of damage to or loss of hostel property the cost with fine will be recovered from the residents responsible for such damage or loss, if identified, or from all the residents of the hostel proportionately, as decided by the Warden.
- xii) General damage to the hostel property will be the collective responsibility of all the residents and they will be required to make good such damage, if the residents who caused the damage could not be identified.
- xiii) In case of any damage to property of hostel, the estimated amount will be recovered from the residents involved in the incident along with an additional fine of Rs. 2000/-.
- xiv) Mutual shifting of rooms is not allowed without the permission of Chief Warden.
- xv) Residents must bring their own LED/CFL/Tube. They must switch off the light while going out of the

room or to sleep, failing which a fine of Rs. 100/- will be imposed.

- xvi) A fine of Rs. 1000/- will be charged, if any resident is found using Cooler without prior permission and necessary payment.
- xvii) Deliveries of any sort (Zomato/Swiggy/Couriers etc.) will not be allowed into hostel premises after the closing time of Abhilasha Women Hostel Complex gate.

Expulsion from Hostel

The resident shall be expelled from the hostel or be banned from applying for hostel admission in future under the following circumstances:

- (i) If she sublets the allotted room to any other student/outsider.
- (ii) If some other student is found staying in the allocated room unauthorizedly.
- (iii) Any damage to the property of hostel, the estimated amount will be recovered from the persons /residents involved in the incident.
- (iv) Any clash, assault on co-resident will be seriously dealt with it can even lead to rustication from the University apart from the legal action against such residents.
- (v) If any resident is found violating any directions and orders of the University Authorities repeatedly or on grounds of misconduct during her stay in the hostels, she may be expelled/denied hostel accommodation.
- (vi) Upon indulgence in political activities, anti-National activities, holding of demonstration, pasting of posters in or outside the hostel premises, defacement of walls, university property and involvement in undesirable activities such as misbehavior/ physical assault with Chief Warden/ Additional Chief Warden/ Deputy Chief Warden/ Warden/Supervisor/ Mess Supervisor /Mess Staff/ Housekeeping staff/ Security Guard or any other officer/official of the University.
- (vii) Any act of intimidation or violence, willful damage to property or drunken and riotous behavior.

Grievance Redressal Mechanism

- i) Any grievance from a resident should first be referred to the concerned Warden who shall, depending upon the nature of the grievance, ensure that it is processed by her as speedily as possible and in no case later than three days from the date of receipt of the grievance/ complaint.
- ii) In case the resident is not satisfied with action taken by the Warden, she is free to bring the grievance/complaint in writing to the notice of the Chief Warden as soon as the decision of the Warden has been notified and in no case later than three days from the date of decision of the concerned Warden. The Chief Warden shall resolve the grievance within three days from the receipt of the grievance/ complaint.
- iii) The complaint will be made to the Chief Warden along with the copy of the decision of the Warden.
- iv) The Chief Warden shall forward the Complaint/ appeal of the resident to the following Hostel Grievance Redressal Committee in order to resolve the matter/issue:
 - a. Chief Warden Convener

- b. Deputy Chief Warden Member
- c. All the Wardens -do-
- d. Three Regular Hostel Residents -do- (To be nominated by the Chief Warden in consultation with the Deputy Chief Warden/Additional Chief Warden)

Note: The residents are required to observe the above hierarchical order while reporting their grievances /complaints and in no case they should violate it, otherwise disciplinary action will be taken against them.

if pertains to the hostel. If not resolved by the concerned warden, the same shall be redressed by the Chief Warden (Girls) in respect of all the Girls Hostels.

1. Every effort shall be made to redress such grievances within 3 days in a transparent manner and acknowledged appropriately.
2. Such grievance(s) must be redressed within 7 days. In case, the same could not be addressed within stipulated time, the same may be forwarded, with reason recorded, to the concerned Student Grievance Redressal Committee or the students may themselves approach to the concerned Students Grievance Redressal Committee, if they feel so.

University student grievance redressal Committee (USGRC)

Professor nominated by the Vice-Chancellor		
1.	Prof. A. S. Mann	Chairperson
Four Professors/Senior Faculty members nominated by the Vice-Chancellor		
2.	Prof. Arun Nanda, Dean (R&D)	Member
3.	Prof. Satyawan Baroda, Chief Warden (Boys)	Member
4.	Prof. Sapna Garg, Chief Warden (Girls)	Member
5.	Prof. Randeep Rana, Dean, Students Welfare	Member
6.	A representative from among students nominated by Vice Chancellor on academic merit/excellence in sports/performance in co-curricular activities-	Special Invitee

STEPS OF STUDENT GRIEVANCE REDRESSAL PROCESS (USGRC)

STEP 1: LODGING OF COMPLAINT

Students are required to fill out the online Student Grievance Form <https://forms.gle/kmzDdKwf2YdT9Zpk8> .

STEP 2: FORWARDING OF APPLICATION TO THE CONCERNED

The official of University Computer Centre should forward the grievance application to the quarter concerned for taking necessary action.

STEP 3: VERIFICATION

On receiving the complaint, the Chairperson of the University Student Grievance Redressal Committee (USGRC) will record and verify the complaint.

STEP 4 : ACTION

After verification of the complaint, the UGRC shall act upon the complaint and take the measures necessary to resolve the issue.

STEP 5: INTIMATING THE STUDENT

Once the complaint has been resolved the student is informed about the outcome, and the complaint is considered closed by the Department.

OMBUDSPERSON

Any student aggrieved by the decision of the Student’s Grievance Redressal Committee (CSGRC/USGRC) may prefer an appeal to the Ombudsperson, within a period of fifteen days from the date of receipt of such decision.

Sr. No.	Name	Designation	E-mail (for reporting grievance)
1	Prof. (Retd.) Ashu Shokeen, Former Head (Library Science, KUK and Former Dean, Faculty of Arts and Language, KUK H.No. D-8 Prashant Vihar, Sector-14, Rohini Outer Ring Road, Piller No.3, Near Santom Hospital, New Delhi-110085	Ombudsperson	Shokeen_ashu@rediffmail.com

STEPS OF STUDENT GRIEVANCE REDRESSAL PROCESS**STEP 1: LODGING OF COMPLAINT**

Students are required to fill out the online Student Grievance Form <https://forms.gle/kmzDdKwf2YdT9Zpk8>.

STEP 2: FORWARDING OF APPLICATION TO THE CONCERNED

The official of University Computer Centre should forward the grievance application to the quarter concerned for taking necessary action.

STEP 3: VERIFICATION

On receiving the complaint, the Chairperson of the University Student Grievance Redressal Committee(USGRC) will record and verify the complaint.

STEP 4: ACTION

After verification of the complaint, the UGSRC acts upon the complaint and taken the measures necessary to resolve the issue.

STEP 5: INTIMATING THE STUDENT

Once the complaint has been resolved, the student is informed about the outcome, and the complaint is considered closed by the Department.

HOSTEL CHARGES:

Sr. No.	Subject	Amount	Remarks
i)	Accommodation charges	Rs. 730/-	For 12 month (At the time of admission)
ii)	Water & Electricity Charges	Rs. 4360/-	For 12 month (At the time of admission)
iii)	Fan Charges & Geyser Charges	Rs. 600/-	For 12 month (At the time of admission)
iv)	Iron Charges	Rs. 1110/-	For 12 month (At the time of admission)
v)	Establishment Charges	Rs. 1820/-	For 12 month (At the time of admission)
vi)	Common Room Charges	Rs. 310/-	For 12 month (At the time of admission)
vii)	Utensils & Furniture charges	Rs. 310/-	For 12 month (At the time of admission)
viii)	Medical Fee	Rs.160/-	For 12 month (At the time of admission)
ix)	Identity Card charges	Rs. 70/-	For 12 month (At the time of admission)
x)	Hostel Security	Rs. 310/-	Refundable within one year from the date of leaving the hostel. The Hostel Security will be deposited by all the residents including the students, Research Scholars and Working Women.
xi)	Mess Advance	Rs. 4850/-	Refundable within one year after leaving the hostel.
	Total Fee	Rs. 14,630/-	Annual Charges

Further resolved that the Hostel Fee be increased 10% every year onwards and such increase be rounded off to the next multiple of 10.

If any resident wants to avail the facility of the appliances from the list given below with the prior permission of the concerned Warden in writing, she is required to pay the following charges per month up to 10th of each month, for example, Air cooler, Room Heater/Blower/ Halogen Heater (Coil Heater is not allowed), Electric Kettle. If used without permission, a fine of Rs. 1000/- will be imposed.

i)	Air Cooler	Rs. 280/- per month
ii)	Room Heater: Blower/ Halogen Heater	Rs. 550/- per month
iii)	Electric Kettle	Rs. 90/- per month

Note:

- (i) The fee from residents will be charged for the entire academic session.
- (ii) In exceptional cases, on the recommendation of the HOD/Director of the respective Department/Institute/Centre etc., the Chief Warden/Deputy Chief Warden may allow the stay of the resident beyond 30th June, 2025 on guest charges basis but not beyond 15th July, 2025.
- (iii) The Vice- Chancellor may on the recommendation of the Chief Warden exempt blind students

from the payment of all hostel charges (except mess charges).

- (iv) In case a student joins/leaves the hostel in mid-session, she will pay common room, establishment and utensils/furniture charges for entire academic session and not for specific period of her stay in the hostel.
- (v) The hostel fee for Research Scholars/M.Ed. students whose admissions are usually not done along with other PG classes be taken from 1st October, 2024 to 30th September, 2025 or as decided by the university authorities
- (vi) All types of Fees/Payments i.e. Hostel Dues, Security, Mess Dues, Fine/Special Fine, Guest Diet/Coupon etc. will be accepted offline with prior permission of the Chief Warden (Girls).
- (vii) Hostel Fee is not refundable in any case.

RULES FOR WORKING WOMEN

- (i) The fee charges from the working women will be same as charged from the other hostel residents. Accommodation charges will be deducted only after the assurance of Supdt. Bill for HRA deduction from their salary.
- (ii) All rules and regulations shall remain same as applicable to the Hostel Residents.

VISITORS AND GUESTS

- (i) Visitors are allowed only after making an entry in the Visitors' Register after taking due permission from the Warden. Hostel rules and regulations will be equally applicable to the guests also.
- (ii) No visitor, in any case, shall be allowed to meet the resident after the stipulated time. No guest is permitted to stay in a resident's room without prior permission overnight. If it is established that a visitor has stayed illegally overnight in a resident's room, severe punishment will be imposed on the resident which may include a monetary fine of Rs.2500/- and expulsion from the Hostel. In addition, such case will be referred to the Chief Warden for further necessary disciplinary action.
- (iii) Only those guests shall be allowed to meet a resident whose names are included in the approved guest list submitted at the time of admission. The visitors are allowed to visit only after making an entry in the Register in the concerned hostel.
- (iv) No person of the opposite sex either guest or otherwise shall be permitted to stay in any part of the hostel.
- (v) The parents/guardians will be allowed to meet the residents only in the Visitor's Room. The guests (mother/sister) will be allowed only for a maximum period of two nights and one day by the Warden of the respective Hostel.

GUEST CHARGES

(i) If stay in Resident Room	Rs. 120/- per day per head
(ii) Common Room/tutor room	Rs. 70/- per day per head
(iii) For Ex-Resident of the Hostel/Authorized Residents	Rs. 100/- per day per head (only for exam days.)
(iv) Breakfast Charge)	Rs. 60/- (Including Rs. 5/- Service
(v) Lunch Charge)	Rs. 80/- (Including Rs. 5/- Service
(vi) Dinner Charge)	Rs. 80/- (Including Rs. 5/- Service
(vii) Special Diet Charge)	Rs. 110/- (Including Rs. 5/- Service

Note:

1. The amount of guest charges shall be deposited in the University Share.
2. If any damage is caused to the Hostel property by the visitors/guests, compensation as assessed by the University/Hostel Administration shall be recovered from the Host Resident/Dept./Office concerned.
3. The participating teams/individuals whose stay arrangements are made in the hostels on the request of host deptt./office, shall make the payment well in advance. The bedding and other facilities shall be arranged by the host Deptt./office at their own level.

HOSTEL MESS RULES:

The Hostel mess is run by a co-operative committee comprising of the residents who are responsible for making all purchases as per rules, deciding the menu as well as ensuring a dress code and discipline in the mess under the overall control of the concerned Wardens/Hostel Supervisors.

The function of the Mess shall be supervised and carried out by the Mess Committee consisting of the following members:

- Warden - Chairperson
- Supervisor
- Three regular residents/residents - Elected by the Hostel Residents on rotation basis for 2 Months in a semester
- Two regular residents - Nominated by the Warden in consultation with the concerned Chief Warden

- i) The Mess in each Hall shall function as a single integrated unit and shall not under any circumstances be subdivided into sub-units.
 - ii) The Mess shall provide only vegetarian foods.
 - iii) The weekly menu will be prepared by the Mess Committee and the menu will be displayed on the Notice Board as well as uploaded on ERP Portal, Changes in the menu, if necessary, can be made by the Mess Committee.
 - iv) Discipline should be strictly maintained in the dining hall.
 - v) Outsiders are not allowed to take meals in the mess, Day Scholars cannot be entertained as guests in the mess on a regular basis.
 - vi) Food will not be served in rooms and the residents are not allowed to take food from the dining hall to their rooms, if a resident is ill, the Warden/Supervisor will make suitable arrangements for her food.
 - vii) The residents should not enter the kitchen.
 - viii) Wasting food is a social crime. For the first offence of wasting food by a resident, warning will be issued to her. If the offence is committed for the second time a fine of Rs.500/- (Rs. five hundred only) will be imposed on her. If the concerned resident is found repeating the mistake, strict disciplinary action shall be taken against her.
1. If any member of the hostel staff dealing with mess transaction is found in possession of cash illegally, appropriate disciplinary action will be taken against her.
 2. A proper mess-account is to be maintained by the mess committee under the supervision of the warden with the help of Accounts branch of the University every year.
 3. Cash-book of the hostel-mess is to be maintained by the Supervisor and entry of receipts and payments be made on daily basis. The same will be countersigned by the concerned Warden and Supervisor on weekly basis.
 4. An annual audit is to be conducted of each hostel.
 5. For any discrepancy in the mess/mess diets/coupons etc. mess committee, Supervisor and the Warden shall be responsible.
 6. Facility of cooperative mess is provided in all hostels. The membership of cooperative mess is compulsory for every resident. Every member will have to give an undertaking that she will shoulder the responsibilities and observe the rules of cooperative mess. Messes are run by the mess committees under the overall control of the Wardens.

N. B.:

Hostels will be closed during Diwali and Holi vacations.

Mess and Hostel Security/Caution Money

It is mandatory for each resident of hostel to pay Rs. 4840/- annually as Mess Advance/Mess Security (**Refundable within one year after leaving the Hostel**). The mess and hostel-security/caution money shall be refunded by online mode only. Mess Advance/Security shall not be adjusted in Mess Dues.

Mess and Servant Charges

- i) It is mandatory for each resident of hostel to pay Rs. 610/- per month. However the residents who will leave the hostel in the month of May (August in case of Ph.D residents) shall have to pay the mess servants charges for the month of June (September for Ph.D residents).
- ii) Mess charges must be paid by the 20th of each month. After this date a fine of Rs. 10/- per day will be charged and the residents will not be allowed to take meals thereafter. The fine for delay pertaining to hostel dues will also be charged on the same pattern as mess dues.
- iii) If the total amount of mess dues from a resident exceeds the security deposited on the last date of each month, she will not be eligible for mess services further.
- iv) The Warden may expel a resident from the hostel, if all kinds of dues to be paid by her remains unpaid after one month on the recommendation of Hostel Supervisor and the same may be confirmed by the Chief Warden.
- v) Mess-dues defaulters of previous session shall be blacklisted for admissions in the University hostels for the next session. Such students shall not be admitted in the University hostels.

Mess Timings

- i) Breakfast : 7:30 a.m. to 9:00 a.m.
- ii) Lunch : 12:30 p.m. to 2:00 p.m.
- iii) Dinner : 7:30 p.m. to 9.00 p.m.
- iv) Meals will not be served before/after the fixed hours.
- v) For the meals, missed by a resident, without prior information, no rebate will be allowed. It will be the moral obligation of the residents to inform the supervisor before hand, if they do not want to take meal at a particular time, so as to avoid the wastage of food and resources. A register for this purpose will be available with the mess supervisor wherein the residents should enter the information about missing the meals.
- vi) All complaints requiring immediate attention of the Warden should be made in writing through a member of Mess-Committee.

- vii) Guest-diets will not exceed 5 diets during a month.
- viii) 20 diets will be compulsory for every resident in a month however, in case of some genuine absence from the hostel the resident can be given a relaxation and 7 diets (a diet means breakfast, lunch and dinner) and servant charges will be charged for full month. In such cases the hostel warden shall examine the genuineness and only then the relaxation can be given.

Prohibition of Ragging

The instruction for curbing ragging as conveyed by the UGC vide letter No. 1-15/2009 (ARC) pt. III dated 17th March, 2017, in view of the judgement of Hon'ble Supreme Court of India dated 8.5.2009 in Civil Appeal No. 887/2009 and also given in chapter X be adhered to strictly (UGC Regulations on Curbing the Menace of Ragging in Higher Education Institutions, 2009, UGC website: www.ugc.ac.in & the Haryana Prohibition of Ragging in Educational Institution Ordinance 2012.

Ragging in educational institutions is banned and any one indulging in ragging is likely to be punished appropriately. The punishment may include expulsion/suspension from the institution or classes for a limited period or fine with a public apology. The punishment may also take shape of (i) withholding or withdrawing scholarships or fellowships and other benefits (ii) forfeiting campus placement opportunities or recommendations. (iii) debarring from appearing in any test or examination or other evaluation process (iv) debarring from representing the educational institution in any regional, national or international meet, tournament, youth festival, etc. (v) withholding results (vi) suspension or expulsion from hostel or mess (vii) cancellation of admission

(viii) lodging of FIR with the local police. If the individuals committing or abetting ragging are not/cannot be identified, collective punishment can be awarded to act as a deterrent.

Any disorderly conduct whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness to any other students, indulging in rowdy or indiscipline activities which cause or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in freshers or junior students or any type of abuse through electronic media or wrongful confinement, use of criminal force, assault as well as sexual offence, trespass, defamation or threat to defame will be deemed an act of ragging.

Hon'ble Supreme Court of India in SLP (C) No. 24295/2004 in the matter of University of Kerala V/S Council of Principals, Colleges of Kerala and others has ordered that if any incident of ragging comes to the notice of the authority, the concerned student shall be given liberty to explain and if her explanation is not found satisfactory, the authority would expel her from the Institution.

SECTION - VI

Hostel Seat Matrix

Distribution of seats for the Academic Session 2024-25

If seat/seats remain vacant in any department/institute, they may be allocated to the students of other departments according to their demand/request 2% of the total seats are reserved under the Discretionary Quota of the Vice Chancellor and also two (2) seats are reserved for foreign students in each hostel.

GANGA GIRLS HOSTEL NO. 1

Total Capacity: 350

Department	Name of Class	Total Old students	No. of seats to be allotted for New Admissions (2024-25)
UIET	BCA –I	-	12
	BCA –II	14	-
	BCA -III	10	-
Law	LLB -I (3 Year Course)	-	8
	BA.LLB /Hons.- I (5 year Integrated)	-	18
Economics	B.A. –I (4 Year Course)	-	04
	M.A. –I	-	04
	M.A. –II	06	-
History	B.A. –I (4 Year Course)	-	04
	M.A. –I	-	04
	M.A. –II	14	-
Commerce	B.Com.-I (4 Year Course)	-	04
	M.Com.-I	-	06
	M.Com. -II	12	-
Institute of Management and Studies	BBA -I (4 Year Course)	-	12
	MBA -II ((2 Year Course)	22	-
	MBA -I (5 Year Course)	-	14
	MBA -II (5 Year Course)	16	-
	MBA -III (5 Year Course)	06	-
	MBA -IV (5 Year Course)	08	-
	MBA -V (5 Year Course)	08	-
Maths	B.Sc. –I (4 Year course)	-	06
	M.Sc. -I (Integrated)	-	10
	M.Sc. -I (SFS)	--	06
	M.Sc.-I	-	12
	M.Sc. -I (with Computer Sc.)	-	12
Computer Sc. & Application	BCA –I (4 Year Course)	-	02
	MCA - I	-	04

	MCA -II	05	-
	M.Sc -I (D.S.M.L)	-	05
	M.Sc. -II (D.S.M.L)	06	-
Public Administration	M.A.-I	-	08
	M.A. -II	04	-
All UTDs	Ph.D.	46	9

NARMADA GIRLS HOSTEL No.2

Total Capacity: 240

Department	Name of Class	Total Old students	No. of seats to be allotted for New Admissions (2024-25)
Statistics	B.Sc. -I (4 Year Course)	-	05
	M.Sc. -I	-	05
	M.Sc. - II	20	-
Law	LLB -V	20	-
Education	M.A. -I	-	04
	M.A.-II	05	-
	M.Ed. -I	-	8
	M.Ed. -II	9	-
	B.A B.Ed -I (Integrated)	-	10
	B.A B.Ed -II (Integrated)	8	-
Music	M.A -I	-	04
	M.A. -II	06	-
Sanskrit	B.A. -I (4 Year Course)	-	04
	M.A. -I	-	04
	M.A. - II	05	-
	M.A. -I Hindu Studies	-	04
	M.A. - II Hindu Studies	05	-
Yoga Sc	M.A -I	-	04
	M.A. -II	03	-
Genetics	M.Sc. -II	11	-
Forensic Sc.	M.Sc. -II	11	-
Commerce	M.Com. -I (5yr Course)	-	08
	M.Com. - II, III, IV, V (5yr Course)	22	-
Pub.Admn	B.A. -I (4 Year Course)	-	05
	M.A. -I (5year Course)	-	05
	M.A. -II, III, IV, V (5year Course)	29	-
Library Sc.	M.Lib. -I	-	06
	M.Lib. - II	03	-

Saraswati Girls Hostel No 3

Total Capacity: 160

Department	Name of Class	Total Old students	No. of seats to be allotted for New Admissions (2024-25)
All Departments	Ph.D	150	7

KAVERI GIRLS HOSTEL NO.4

Total Capacity: 297

Department	Name of Class	Total Old students	No. of seats to be allotted for New Admissions (2024-25)
UIET	B.Tech.-II (ECE)	16	-
	B.Tech.-II (CE)	02	-
	B.Tech.-II (ME)	03	-
	B.Tech.-II (CSE)	27	-
	B.Tech.-II (Bio. Tech.)	19	-
	B.Tech.-II (EE)	02	-
	B.Tech.- II (CSE-AIML)	14	--
Law	LLB -II (3 Year)	11	-
	LLB -II (5Year Integrated)	32	-
Mathematics	M.Sc. -II (SFS)	10	-
	M.Sc. -II	34	-
	M.Sc. -II (Math with Computer Science)	24	-
	M.Sc. -II (5Year Integrated)	24	-
	M.Sc. -III (5Year Integrated)	16	-
	M.Sc. -IV (5 Year Integrated)	26	-
	M.Sc. -V (5Year Integrated)	12	-
Physical Education	M.PEd -I	-	04
	M.PEd – II	08	-
Ph.D.	All Courses	04	-

GODAVARI GIRLS HOSTEL NO 5

Total Capacity: 60

Department	Name of Class	Total Old students	No. of seats to be allotted for New Admissions (2024-25)
Working Women	-	04	02
Centre for Disability Studies	DISLI	06	11
Centre for Disability Studies	DITSL	05	11
Physical Education	B.P.Ed. -I		10
	B.P.Ed. -II	08	-

SABARMATI GIRLS HOSTEL NO. 6

Total Capacity: 298

Department	Name of Class	Total Old students	No. of seats to be allotted for New Admissions (2024-25)
Food-Technology	M.Sc. -I	-	10
	M.Sc. -II	12	-
Zoology	M.Sc. -I	-	12
	M.Sc. -II	20	-
Botany	M.Sc. -I	-	14
	M.Sc. -II	12	-
Physics	M.Sc. -I	-	10
Law	LLB -IV	44	-
UIET	B.Tech. -III	59	-
Genetics	B.Sc. -I (4 Year Course)	-	04
	M.Sc. -I	-	08
Forensic	M.Sc. -I	-	08
Geography	M.Sc. -I	-	08
	M.Sc. -II	10	-
All UTDs	Ph.D.	46	13

MEGHNA GIRLS HOSTEL NO. 7

Total Capacity: 238

Department	Name of Class	Total Old students	No. of seats to be allotted for New Admissions (2024-25)
Law	LLM -I	-	06
	LLB -III (3Year Course)	20	-
	LLB -III (5Year Course)	16	-
Microbiology	M.Sc. -I (Microbiology)	-	10
	M.Sc. -I (Microbial Biotechnology)	-	10
Centre For Biotechnology	M.Sc. -I (Bio-tech	-	10
	M.Sc. -I (Agri-Biotech)	-	10
UIET	M.Tech. -I	-	04
	M.Tech. -II	04	-
Biochemistry	M.Sc. -I (Bio-Chemistry)	13	-
Centre For Medical Biotechnology	M.Sc. -I (Medical Bio-tech)	12	-
Psychology	MA -I (Psychology)	-	8
	MA -II (Psychology)	08	-
	MA -I (Applied Psychology)	-	8
	MA -II (Applied Psychology)	08	-
Sociology	MA -I	-	8
	MA -II	08	-
IHTM	MHM, MTM, BHM, BTM - III to Final	08	-
Political Science	MA -I	-	08
	MA -II	06	-
Pharmacy	B.Pharma -IV	16	-
Centre for Bio-Informatics	M.Sc. -I	-	08
Computer Sc. & Application	M.Sc. -I	-	16
	M.Sc. -II	06	-

YAMUNA GIRLS HOSTEL NO. 8

Total Capacity: 236

Department	Name of Class	Total Old students	No. of seats to be allotted for New Admissions (2024-25)
Pharmacy	M.Pharm -I	-	05
	M.Pharm -II	10	-
IHTM	BHM &CT -I (4 Year)	-	01
	BTTM-I (4 Year)	-	01
	MHM-I	-	01
	MHM -II	02	-
	MTM -I	-	01
	MTM -II	02	-
	BHM -I	-	01
	BHM -II	02	-
	BTM -I	-	01
	BTM -II	02	-
Visual Art	MA -I	-	02
	MA -II	04	-
	BFA & Painting -I (4 Year Course)	-	03
	BFA -II	-	-
	BFA -III	-	-
	BFA -IV	-	-
	MFA -I (Integrated)	-	01
	MFA -II (Integrated)	07	-
	MFA -III (Integrated)	01	-
	MFA -IV (Integrated)	06	-
MFA -V (Integrated)	07	-	
MFA -VI (Integrated)	03	-	
Journalism & Mass Communication	MJMC -I	-	02
	MJMC -II	04	-
UIET	B.Tech. -I (AIML)	-	02
	B.Tech. -I (ECE)	-	06
	B.Tech. -I (CE)	-	06
	B.Tech. -I (ME)	-	06
	B.Tech. -I (CSE)	-	06

	B.Tech. -I (Bio. Tech.)	-	06
	B.Tech. -I (EE)	-	04
	B.Tech. -IV (EE)	5	-
	B.Tech. -IV (Civil)	5	
	B.Tech. -IV (Bio- Tech)	5	
	B.Tech. -IV (CSE)	5	
	B.Tech. -IV (ECE)	5	
	B.Tech. -IV (ME)	5	
	M.Tech. -I (AIML)	-	02
	M.Tech. -I (Power System)	-	02
	M.Tech. -I (Structured Engg)	-	02
Economics	MA -I (5Year Integrated)	-	04
	MA -II (5 Year Integrated)	06	-
	MA -III (5 Year Integrated)	06	-
	MA -IV (5 Year Integrated)	06	-
	MA -V (5 Year Integrated)	06	-
English & Foreign Languages	BA –I English (4 Year course)		
	MA -I (2 Year Course)	08	-
	MA -II (2 Year Course)	03	
	MA -V (5 Year Integrated)	03	
	MA -V (5 Year Integrated)	7	-
Law	LLB -IV	20	-
Environment Science	M.Sc. -I	-	08
	M.Sc. -II	08	-
University Institute of Public Health Science	BPH -I (4 Year Course)	-	02

BHAGIRATHI GIRLS HOSTEL NO. 10

Total Capacity: 292

Department	Name of Class	Total Old students	No. of seats to be allotted for New Admissions (2023-24)
Bioinformatics	M.Sc. -II	10	-
Microbiology	M.Sc. -II	10	-
Biotechnology	M.Sc. -II	-	18
Physics	M.Sc. -II	30	-
Defence & Strategic Studies	MA -I	-	08
	MA -II	06	-
Pharmacy	B.Pharm -I	-	18
	B.Pharm -II	16	-
	B. Pharm -III	14	-
Hindi	MA -I	-	08
	MA -II	12	-
English & Foreign Languages	MA -I (5year integrated)	-	12
	MA -II (5Year Integrated)	12	-
	MA -III (5Year Integrated)	12	-
Chemistry	M.Sc. -I	-	30
	M.Sc. -II	24	
Centre for Medical Biotechnology	M.Sc. -II	14	-
Biochemistry	M.Sc. -II	14	-
Law	LLM -II	14	-

SECTION - VII

UNDERTAKING-I

(Undertaking to be submitted by students against ragging at the time of admission)

1. I, (Full Name of the Student with admission/registration/enrollment No.) S/o, D/o Mr./Ms./Ms. _____ having been admitted to _____ (name of the institution) _____ have carefully read “THE HARYANA PROHIBITION OF RAGGING IN EDUCATIONAL INSTITUTION ORDINANCE, 2012” and fully understood the provisions contained in the said ordinance.
2. I have, in particular, perused clause 2(f) of the ordinance and am aware as to what constitutes ragging.
3. I have also, in particular, perused clause 8 of the Ordinance and I am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of conspiracy to promote ragging.
4. I hereby solemnly aware and undertake that:
 - (a) I will not indulge in any behavior or act that may be constituted as ragging under the ordinance.
 - (b) I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under the Ordinance.
5. I hereby affirm that, if found guilty of ragging, I am liable for punishment according to Ordinance, without prejudice to any other criminal action that may be taken against me under any penal law or any, law for the time being in force.
6. I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

Declared this _____ day of _____ month of _____ year.

Counter Signature
of Parent/Guardian

Signature of the Student
Name:

UNDERTAKING - II

(Undertaking to be submitted by Hostel Resident regarding Hostel Rules and Regulations)

I _____ D/O, Mr./ Sh. _____ Student
of _____ Department enrolled in _____
Programme _____ Semester _____ under Roll No _____ do
undertake the following:

1. That I will abide by all the rules, regulations and instructions given by the Hostel Authorities.
2. That my residence/house is not within the distance of 30 km from MDU Rohtak.
3. That if I am found guilty of breaking any of the hostel rules, regulations, involved in any act of damaging hostel property, indiscipline, rowdyism, abetting or being part of a conspiracy to promote / participate in anti-national activities, my hostel admission be cancelled without any notice and refund of fees, security etc.
4. That I shall not allow anyone else to stay in my room and if anyone else is found living in my room, my hostel admission be cancelled immediately without any notice and refund of fee, security etc.
5. That I shall deposit the hostel dues, mess dues etc. well in time. If I get some job or take up any other gainful employment, professional work/assignment or get admission in some other institution I shall immediately inform the hostel authorities and vacate the room otherwise hostel accommodation be cancelled without any notice and refund of fee, security etc.
6. That I will vacate the hostel during summer vacation for repair, white wash and other works of maintenance.
7. That I will vacate the hostel immediately as and when required by the University Authorities.
8. That if I am found to be involved in any such activity which is against the rules and regulations MDU, Rohtak. I shall solely be responsible and shall be ready to bear the consequence as per MDU, Rohtak and hostel rules.
9. That I was resident of hostel No..... Room No..... in the session.....and no action was taken against me for violating any directions/orders/rules and nor I was found lacking in terms of conduct while staying in the hostel.

Declared this day of month of year.

Signature of the Student

Name:

Counter Signature of Parent/Guardian