

HOSTEL PROSPECTUS AND INFORMATION BROCHURE

2019-20



3 times NAAC `A' Grade Accredited University since 2002

Graded Autonomous University by UGC-2018

**Among 101-150 Universities of India (NIRF-2017, NIRF-
2018 & NIRF-2019)**

35 rank under Pharmacy Category (NIRF-2019)

h-Index : 78 (Scopus)

**GURU JAMBHESHWAR UNIVERSITY OF SCIENCE &
TECHNOLOGY, HISAR (Haryana)**

(State Govt. University)

(Established by State Legislature Act 17 of 1995)

www.gjust.ac.in

OFFICERS OF THE UNIVERSITY

HON'BLE CHANCELLOR

Shri Satyadeo Narain Arya,

Governor, Haryana

Telephones

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Proctor	Prof. Sandeep Singh	01662-263563 01662-263368
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Chief Warden (Boys)	Prof. Sunil Sharma	01662-263333
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and Bio Sciences & Technology

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Prof. Vikram Kaushik

Dean, Faculty of Media Studies

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Prof. Devendra Mohan

Dean, Faculty of Physical Sciences
& Technology

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Prof. Kishna Ram Bishnoi

Dean, Faculty of Religious Studies

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Prof. N.S. Malik

Dean, Haryana School of Business

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Prof. Rajesh Malhotra

Dean, Faculty of Education

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Prof. Yogesh Chaba

Dean, Faculty of Engineering &
Technology

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Prof. S.C. Kundu

Faculty of Humanities & Social
Sciences

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Dean, Faculty of Medical Sciences

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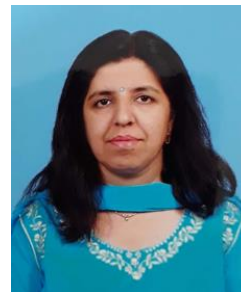
Message from the Vice-Chancellor

Dear Students,

It gives me the immense pleasure to welcome students to this esteemed campus of Guru Jambheshwar University of Science & Technology. Your value dreams will be realized by our efforts to provide state-of-the-art infrastructure, good governance teaching-learning processes, student support and progression and co-operative and peaceful environment. All these positive things have resulted in a positive attitude of stakeholders towards this institution, consideration by funding and accreditation agencies and support from the State Government. The University has emerged as a premier institute to inspire, motivate and nurture professional excellence. That's why the National Assessment and Accreditation Council (NAAC), has accredited this University as "A" Grade three times consecutively since 2002. This university has been granted graded autonomy and UGC has placed it in category 11 University. It is one amongst the 21st State University of the country to have achieved this position. The university has been ranked 100-150 among the Universities/Institute in India as per National Institute Ranking Framework (NIRF).

You are welcome to the hostel life which may not be as comfortable as your home but the University is making countless efforts to provide good infrastructure including quality food, internet connectivity through Wi-Fi system, security and other basic needs in all its hostels. Hostel life is important for holistic development of the students and for developing them independent and responsible citizen. My best wishes to every student who comes and leaves as confident, independent and completely well rounded professional.

Prof. Tankeshwar Kumar



Message from the Chief Wardens

Indian's, in hope for better education, have had a tradition for centuries to go away from their native place to achieve what they hope for. In earlier days, there used to be 'Gurukuls' where students aspiring to learn came from distant places and followed the 'Guru-Shishya' tradition. Traditions never die, but they do grow and modify. In the present days, the same culture has been developed through Hostel facilities, where students from far off places came and flourish their mind by getting education in the field of their choice.

Guru Jambheshwar University of Science & Technology, Hisar has entered a new era of education in Haryana. We being a part of this prestigious institution, pledge with our whole hearts to maintain the hostels in university campus safe and family like.

The university Activity Calendar, full of events, has been designed to cherish the personality skills of the students. Residents of the hostel get plentiful of opportunities to show their talents in various sports and cultural activities. The purpose of such events is to bring the competitive spirit among the students into a right perspective. As long as are hostellers of this university we are here to help you prepare yourself for the longer and beautiful world outside.

Prof. Sunil Sharma

Prof. (Mrs.) Shabnam Saxena

CHAIRPERSONS/ INCHARGES OF THE DEPARTMENTS

Sr. No.	Name of Department	Chairperson	Telephone No. (STD Code No. 01662)	Mobile No.(s)
1.	Applied Psychology	Prof. Rakesh Kumar Behmani	263168, 263377	9896271775
2.	Bio & Nano Technology	Prof. Vinod Chhokar	263165, 263355	9992793333
3.	Biomedical Engineering	Prof. Anjan Kumar Baral	263180, 263396	9416668820
4.	Chemistry	Prof. Devinder Kumar	263358, 263152	9416588307
5.	Communication Management & Technology	Prof. Vikram Kaushik	263148, 263181	9416495905
6.	Computer Science & Engineering	Prof. Rishi Pal Singh	263173	9215244224
7.	Electronics & Communication Engineering & Mentor Department for Electrical Engineering	Prof. Deepak Kedia	263171	9315435151
8.	Environmental Science & Engineering & Mentor Department for Civil Engineering	Prof. R. Bhaskar	263325	9416439339
9.	Food Technology	Prof. (Mrs.) Alka Sharma	263150, 263365	9812155510
10.	Haryana School of Business	Prof. N.S. Malik, Director	263111, 263643	9354321068
11.	Mathematics	Prof. Mukesh Kumar Sharma	263525, 263574	9466089897
12.	Mechanical Engineering	Dr. Pankaj Khatak	263559	9416244814
13.	Pharmaceutical Sciences	Prof. Neeru Vasudeva	263580, 263565	9991428831
14.	Physics	Prof. (Mrs.) Sujata Sanghi	263176, 263385	9416794270
15.	Physiotherapy	Prof. Sunil Sharma Mrs. Shabnam Joshi, Incharge	263169, 263541	7015007896
16.	Printing Technology	Sh. Arohit Goyat	263175	9466441469
17.	Economics	Prof. N.K. Bishnoi	263174	9991932828
18.	Guru Jambheshwar Ji Maharaj Institute of Religious Studies & Deptt. of Hindi	Prof. Kishna Ram Bishnoi	263159	9416422416

HOSTEL ADMINISTRATION

Chief Warden (Girls)		Prof. (Mrs.) Shabnam Saxena	263372
Chief Warden (Boys)		Prof. Sunil Sharma	263676 263333
Deputy Chief Warden (Girls)		Dr.(Mrs.) Neetu Ahlawat	263390
Deputy Chief Warden (Boys)		Dr. Vikas Verma	263542
Wardens for Boys Hostels			
1.	Boys Hostel No. I (J. C. Bose Sadan)	Dr. Hardev Singh	263289
		Dr. Abhimanyu	263289
2.	Boys Hostel No. II (Aryabhata Sadan)	Dr. Vivek Gupta	263186
3.	Boys Hostel No. III (Madan Lal Dhingra Sadan)	Dr. Manoj Kumar	263519 263546
4.	Boys Hostel No. IV (Vivekanand Bhawan)	Dr. Vijay Pal Singh	263625
		Dr. Vikram Jeet Singh	263626
Coordinators Girls Hostels			
1.	Girls Hostel No. I (Kasturba Bhawan)	Dr. Mona Sharma	263190
2.	Girls Hostel No. II (Saraswati Bhawan)	Dr. Anu Gupta	263191
3.	Girls Hostel No. III	Dr. Vandana Singh	263390
4.	Girls Hostel No. IV (Amrita Devi Bhawan)	Mrs. Suman Dahiya	263394
5.	Working Women Hostel (Kalpana Chawla Bhawan)	Dr. (Mrs.) Meenakshi Bhatia	263591
Lady Wardens Girls Hostels			
1.	Girls Hostel No. I (Kasturba Bhawan)	Miss Jyoti Mehta Mrs. Sucheta Malik (on deputation)	263190
2.	Girls Hostel No. II (Saraswati Bhawan)	Mrs. Ritu Yadav	263191
3.	Girls Hostel No. III	Ms. Monika (CDC)	263391
4.	Girls Hostel No. IV (Amrita Devi Bhawan)	Mrs. Suman Bholia (Additional duty)	263394
5.	Working Women Hostel (Kalpana Chawla Bhawan)	Mrs. Manjeet	263591

**GURU JAMBHESHWAR UNIVERSITY OF SCIENCE & TECHNOLOGY, HISAR
HOSTEL RULES & REGULATIONS**

1. GENERAL:

- 1.1 These rules shall be known as “Hostel Rules & Regulations”.
- 1.2 These rules shall supersede all the previous “Hostel Rules & Regulations”.
- 1.3 These rules shall come into force from such date as may be decided by the competent authority.
- 1.4 These rules shall apply to all hostel residents of the hostels of the University.

2. HOSTEL ADMINISTRATION:

- 2.1 Every Hostel shall have a Coordinator/Warden, who will be responsible for the administration of the Hostel and for the enforcement of the Hostel Rules. The Coordinator/Warden will be appointed by the Hon'ble Vice-Chancellor on the recommendations of the Chief Warden from amongst the members of the Faculty.
- 2.2 The Coordinator/Warden will have the following responsibilities:
 - (a) He/She will be responsible for the allotment of Hostel rooms in accordance with the policy laid down by the university and for the maintenance of discipline within the hostel.
 - (b) He/She (In case of teacher Coordinator/Warden) will normally attend the Hostel office daily for one hour, on all working days.
 - (c) He/She shall report to the Medical Officer all cases of illness or accidents and ensure that the students concerned receive proper medical care. He/She will also inform the Deputy Chief Warden and Chief Warden of all such cases.
 - (d) He/She will inspect the kitchen, the dining room, the common room, the bath rooms and lavatories etc. regularly, and when any defects are noticed, he/she will have it set right by his/her staff. If the defect is such as cannot be remedied by his/her staff, he/she will report to the Superintending Engineer, under intimation to the Deputy Chief Warden, Chief Warden.
 - (e) He/She will appoint the prefects of the Hostel as prescribed in the relevant rule and supervise their work.
 - (f) He/She shall ensure that no unauthorized person stays in the hostel and will grant permission for the stay of guests.
 - (g) He/She shall, with the help of his/her staff, check the unauthorized use of electrical

appliances.

- (h) He/She will be responsible for the proper organization and conduct of Hostel functions, festivals etc.

3. DISCIPLINARY POWERS, ROLES AND RESPONSIBILITIES:

3.1 The Powers for disciplinary action of the Chief Warden/Deputy Chief Warden/Coordinator/Warden shall be as under, the punishment depending on the nature and severity of the offence.

CHIEF WARDEN

- a) Warning
- b) Fine upto Rs. 2000/-
- c) Waive off fine imposed by Deputy Chief Warden/ Coordinator/Warden
- d) Placement on Conduct Probation
- e) To recommend temporary or permanent withdrawal of concession/aids/stipends/scholarships/fellowships.
- f) To recommend removal/debarring from part time employment.
- g) Expulsion from the Hostel.
- h) Entry ban in the Hostel.
- i) Confiscation of a security deposit at the discretion of the Chief Warden in the event of the student being found guilty of indiscipline.
- j) Recommend rustication from university.

DEPUTY CHIEF WARDEN

- a) Deputy Chief Warden will work in coordination between Chief Warden and Coordinators/Wardens.
- b) Fine upto Rs. 1000/-
- c) Deputy Chief Warden will supervise the work of Coordinators/Wardens/Hostel Care Takers/Attendants in the matters related to discipline/ragging/food arrangements/welfare activities in the hostels.
- d) In the absence of Chief Warden, Deputy Chief Warden will act as Chief Warden in the respective areas.
- e) Waive off fine imposed by Warden/Coordinator.

COORDINATOR/WARDEN:

- a) Warning
- b) Fine upto Rs. 1000/-

c) Expulsion from Hostel in consultation with the Chief Warden.

3.2 The Coordinator/Warden will have the authority to enter in the room of any student and also make a search of the room, when necessary. He/She will also have the authority to break open the lock of any room and also to shift the belongings of a student to any other place if needed.

3.3 The Coordinator/Warden will have the authority to confiscate any unauthorized electric appliances/gadgets being used by a resident and also to impose or recommend the imposition of a fine for such unauthorized use.

3.4 Subject to the instructions that may be issued from time to time, by the Chief Warden/Dy. Chief Warden/Coordinator/Warden will make allotment/ re-allotment of rooms in his/her Hostel and such allotment shall be final.

4. ADMISSION:

a) Students seeking admission to the hostel must apply on the prescribed form (available online on university website) to the Coordinator/Warden, Guru Jambheshwar University of Science & Technology, Hisar.

b) All rights of admission to the University hostels are reserved with the Chief Warden.

c) No students/residents will be allowed to admit/stay in the hostel if FIR against any criminal cases has been lodged against him/her.

d) Admission to the University Hostels will open at the beginning of the academic session and the regular students will be admitted through the Chairpersons/Directors/Incharge of the respective Teaching Departments strictly on the basis of Merit List to be approved by the Chief Warden subject to the availability of accommodation.

e) The priority will be given to those students who are enrolled first time in UG/PG course among UG/PG students in the university respectively. The hostel facilities will not be available to those students who are enrolled for their second UG/PG in the university respectively. Further, the upper age limit is 25 years for admission in the hostels for UG & PG programme.

f) Admission shall be sought afresh in every academic session subject to the satisfaction of the Chief Warden/Dy. Chief Warden/Coordinator/Warden regarding proper conduct and regular payment of dues of hostel, mess and canteen etc. in case of ex-residents.

g) Only those research students who have been registered (not simply enrolled) on a whole time basis or who are getting fellowship are eligible for admission in the hostels. In case of unpaid research scholars seeking to the University hostel admission will be allowed by the

Chief Warden only after the scholar furnishes a surety from his Supervisor/ teacher of the University for the Regular Payment of his/her hostel dues subject to the availability of accommodation.

- h) Generally, no hostel accommodation will be given to any student, whose permanent residence is situated within 20 Kms of the University campus.
- i) If any student gets hostel accommodation on the basis of his/her admission in a particular department and subsequently he/she joins another department, he/she must inform the hostel authorities accordingly.
- j) Hostel accommodation is not transferable to any other person. In case of violation of this rule, the allotment shall be cancelled and disciplinary action will be taken against the allottee as well as the illegal occupant of the room according to law.
- k) A student suffering from an infectious disease will not be allowed to stay in the hostel till he/she produces a certificate of medical fitness from the Medical Officer of the University or Civil Surgeon.
- l) Where the number of rooms available happens to be less than the number of students in a given class the allotment of rooms shall be on the basis of merit determined by the aggregate marks in the entrance examination.
- m) Seniority shall be primary consideration for the allotment of cubical room.
- n) **For old students/residents the last date of admission in the hostel without late fee is 22nd July 2019 and with late fee of Rs.10/- per day up to 5th August 2019. The name of student may not be considered for admission in the hostel who did not deposit the hostel fee as per schedule.**

5. RESIDENTS PARTICIPATION IN HOSTEL ACTIVITIES:

The students shall be involved in the functioning of Hostel through various committees constituted by the respective Coordinator/Warden.

6. ATTENDANCE AND LEAVE:

- 6.1 Leave for absence from the department shall not automatically entitle a student to leave the hostel without the permission of the Coordinator/Warden. When a student wishes to leave the hostel for one or more days or night, he/she may apply to the Coordinator/Warden, in writing and get his/her permission. Leave should be got sanctioned before it is availed of.
- 6.2 A student absenting himself/herself from the hostel without getting his/her leave sanctioned may be subjected to a fine or other disciplinary action.

6.3 A register will be maintained for the purpose by the security guard in which due entries will be made by boarders coming late in the night or after closing time of hostel gate whichever is applicable.

FOR GIRLS HOSTELS ONLY

- a) All the residents are expected to be in their rooms at the time of roll-call which will be taken by the lady warden on timings fixed as under:
Summer 7:00 p.m. (April to Sept.)
Winter 6:00 p.m. (Oct. to March)
- b) The resident staying in the department after the regular departmental hours should submit written permission from the Chairperson/Supervisor of the Department to the Coordinator/Lady Warden.
- c) All applications for any kind of leave should be written by the resident student herself and submitted to Coordinator/ lady warden giving full address of the place where they intend to go.
- d) Leave must be got sanctioned before a student avails it. Residents, who absent themselves in anticipation of sanction, will ordinarily be considered as absent without leave.
- e) The resident should bear the hostel identity card.
- f) The hostel gate will close 15 minutes earlier before the attendance. After the above mentioned hours late entries will be made in the register maintained for the purpose by the night attendant. Further, the Chief Warden may change hostel timings according to circumstances.
- g) In case of late entry in the girls hostels, appropriate disciplinary action will be taken.
- h) First late entry to the residents may be allowed with a warning/fine and that for second instance the student may be expelled.
- i) Residents returning from home must report themselves before the roll call time.

7. SPECIAL RULES FOR GIRLS HOSTELS

- a) At the time of admission of their ward, parents/guardians must submit a list of relatives/visitors with ID proof to the Coordinator/ lady warden, whose names and signs will be approved by the parents who will be allowed to see the girl and accompany her. The visitors are expected to sign the visitor's register and state their relation.
- b) Students are required to meet the visitors in the Visitors' Room only.
- c) In special cases, when girl students are required to leave the station, written permission of

the Chairperson of the Department concerned must be submitted to the Coordinator/ lady warden.

- d) Guests are not permitted to stay in the Hostel. However, under special circumstances, female guest can stay with the prior permission of the Coordinator/ lady warden. Strict action will be taken against those who violate the rules.
- e) The girls student may leave the hostel only with the permission of the Coordinator/ lady warden except for the Department for which the time is fixed.
- f) Prior permission of the Coordinator/ lady warden must be obtained by girl students who wish to visit persons or families living in the university campus. Further, the persons or families will own the responsibility of the resident in writing.
- g) Visitors and residents to observe visiting hours strictly. The residents coming to the hostels after 7.00 p.m. in summer and 6.00 p.m. in winter will make necessary entry in the register at the main gate by showing IDENTITY CARD with the permission of Coordinator/ lady warden.
- h) **Residents coming late without prior permission will be fined/punished including disciplinary action against them as mentioned earlier.**

8. GUESTS:

- a) No resident shall keep a guest in his/her room except with the prior permission of the Warden/Coordinator/Lady Warden.
- b) The blood relations of the residents will be permitted to stay in the Faculty House only after obtaining the reference from the concerned Warden/Coordinators/ Lady Wardens as per rules of the university.
- c) Names of the guests staying in the Hostel shall be entered in the Guest's Register maintained in the hostel.
- d) No guest shall be allowed to stay in the hostel without approval of the Warden/Coordinator/Lady Warden. The visitor's room at the gate of the Girl's Hostel complex will be kept open only during the visiting hours as notified from time to time. It may be opened during non-visiting hours if a relative comes to meet a resident but only on permission from the Coordinator/ lady warden.
- e) No lady shall be allowed to stay as guest in the Boy's Hostels and no male shall be allowed to stay as a guest in Girl's Hostel.
- f) Women guests are not allowed to go to the rooms of Boy's hostels. They may meet only in the office of the Warden. Under no circumstances they can be allowed to stay in the hostel

for the night. Any violation of the above rules will be severally dealt with disciplinary action which may include expulsion from the hostel.

- g) Normally, a male guest will be allowed to stay in the boy's hostel with the prior permission of the Warden of the concerned Hostel.
- h) The guest charges will be Rs.40/- per guest per night. A guest can stay in the hostel with permission of Coordinator/Warden for upto 7days and Chief Warden for upto 15 days.
- i) A student keeping a guest without the permission of the Warden/Coordinator/Lady Warden shall be liable to disciplinary action.

9. ELECTRICITY:

- 9.1 The use of CFL/LED tube light/bulbs only will be permitted in Hostel rooms. Students may have their own table lamps. CFL/LED bulbs are supplied by the University one time only at the time of allotment. Students should bring their own after that.
- 9.2 Residents using coolers will be charged Rs. 500/- extra per month with the prior permission of the Warden/Coordinators/ Lady Wardens. Residents will not be allowed to use heater/electric iron/electric rod etc. However other electric appliances including electric kettle, steamer may be allowed with prior permission of Coordinator/Warden after paying the charges @200/- per month/per item. Any violation of this rule will be liable to disciplinary action.
- 9.3 Light and fans shall be switched off when not in use.
- 9.4 Tampering with the electric installations shall be treated as a serious offences & the wrong done will be punished according to law. When there is need for carrying out a repair, the electrician should be called in.
- 9.5 The electricity charges shall be realized annually.

10. FURNITURE AND EQUIPMENT:

- 10.1 Residents shall keep their rooms neat and tidy and shall be responsible jointly and severally for the furniture/Fan/fittings and any other items present/issued in their rooms at the time of occupation. If a student observes any damages or defect in the above, it will be his/her duty to bring it in the notice of the hostel office, failing which it will be presumed that everything was in order at the time of occupation.
- 10.2 Furniture shall not be removed from one room to another. The furniture belonging to the Common Room, Dining Hall, Hostel Office and the Hostel Guest Room shall not be taken out or brought into the living rooms. Anybody indulging in this will be liable to disciplinary action.

10.3 When a student vacates his/her room before the Summer Break or after withdrawal or expulsion, he/she shall return furniture and other property issued to him/her to the hostel office, failing which he/she shall be liable to pay the entire cost of such furniture/equipment or other property. Repair charges for any damage to the furniture will have to be paid by the residents. In case of any wilful damage to the University property (including furniture, cots, recanning of chairs etc.) the cost of damage alongwith penalty will be realized from the defaulter (s) and will be punished according to law if the authority thinks proper.

11. MAINTENANCE OF LAWNS AND CLEANLINESS:

11.1 The lawns around the hostels are meant for the benefit of the residents and for improving the appearance of the hostels. Students are expected to help and take interest in their maintenance. They shall avoid crossing the lawns and shall use only the passages that are provided. Hedges shall not be tampered with nor shall flowers be plucked.

11.2 Cycling/vehicle driving in the lawns and verandas is strictly prohibited.

11.3 Spitting, except at places meant for such purposes, is strictly forbidden.

11.4 Walls, furniture and doors etc. shall not be disfigured or damaged with ink, pencil, chalk or knives etc.

11.5 Wash basins shall not be plucked/block with sand, mud or any other extraneous material. For washing hands only soap should be used.

12. WITHDRAWAL/ REMOVAL FROM THE HOSTEL AND VACATION OF HOSTEL ROOM BEFORE SUMMER BREAK:

12.1 A student who desires to withdraw from the hostel shall submit an application on the prescribed form, to the Coordinator/Warden after having cleared all hostel dues.

12.2 Before permitting a student to withdraw from the hostel, the Coordinator/Warden/Lady Warden shall ensure that he/she has:

- a) Cleared all his/her dues to the Hostel.
- b) Returned, in good condition, all hostel property issued to him/her.
- c) Cleared all his/her dues, including the mess of which he/she is a member.

12.3 Even though a student might have actually vacated his/her room, he/she shall be liable to pay all hostel and mess dues and fines, standing against his/her name.

12.4 No student shall be allowed to stay in the hostel if his/her hostel and mess dues are in arrears for more than a month.

12.5 The Chairperson shall not issue the Roll No. of the Examination/provisional

certificate/transcript of degree to the applicant unless he/she produces a NO DUES CERTIFICATE from the Coordinators/Wardens /Chief Warden. Where a student has left the hostel, for whatever reason, without clearing his/her dues to the hostel, the Chairperson of the concerned Department may effect the recovery of the outstanding dues from the security deposits. In case the outstanding amount exceeds the amount of deposit, the matter shall be reported by the Chairperson to the Registrar, Guru Jambheshwar University of Science & Technology, Hisar who shall withhold the result or issue of a provisional certificate, transcript of degree till the balance of the outstanding dues is paid by the student. If such a student has not completed the programme, the Chairperson may withhold his/her Character Certificate until he/she gets a clearance chit from the Coordinator/Warden.

12.6 With the exception of those who register for the summer session, all other students shall vacate their rooms before the commencement of the Summer Break and hand over to the hostel office the furniture and other property issued to them.

12.7 No student who has not registered for the summer session may stay in the hostel during the summer break, unless he/she has been permitted to do so by the Warden/Coordinators/ Lady Wardens.

12.8 If a student who has not registered for the summer session and who is not staying in the hostel, locks up the room when he/she goes home for the vacation, the Warden/Coordinators/ Lady Wardens may take one or more of the actions given below:-

- a) Order that he/she should pay the prescribed hostel charges, amalgamated Fund.
- b) Break open the lock, check up hostel furniture issued to him/her and recover from him/her the cost of any loss or damage to Hostel property which the Warden/Coordinator/Lady Warden may notice.
- c) Remove the belongings of the student, if any, left in the room to the hostel store or cloak room, provided that when such belongings are removed by the Warden/Coordinators/ Lady Wardens, the responsibility for the safety of such belongings shall rest entirely with the student.

12.9 The university may ask the residents to vacate the hostel any time as per requirement.

13. HOSTEL MESS:

- a) All the University hostel messes run on contract basis and are supervised by the mess committees. The Convenor of the mess committee and its members are nominated from among the residents for a fixed period by the Warden/Coordinator/Lady Warden and the

mess committees should ordinarily be changed after every three months.

- b) All the residents are expected to take their meals in the hostel mess.
- c) Meals will be served only in the dining hall during the hours notified. However, in case of illness meals can be served in the room, on the recommendation of the Coordinator/Warden of the University.
- d) Residents going out of station can take rebate by submitting an application to this effect, at least 24 hours in advance.
- e) Rs. 3/- extra will be charged for every guest diet for ordinary meals and Rs.5/- for special meals.
- f) Residents will not go into the cooking area.
- g) Cooking in the rooms is strictly prohibited.
- h) A caution money of Rs. 2000/- will be realized per head as Mess Security from each student at the time of admission.
- i) All the residents should come to the hostel mess in proper dress.
- j) 15th day of month is fixed for the payment of mess bill without fine. A fine of Rs.2/- per day will be charged on delay payment of mess bill upto last day of that month and afterwards fine will exceed to Rs.5/- per day till the payment. However the Warden/Chief Warden (boys)/ Deputy Chief Warden(boys) and Coordinator/Chief Warden(girls)/ Deputy Chief Warden(girls) can waive off the fine judicially.

14. CONDUCT AND DISCIPLINE:

- a) Residents are expected to conduct themselves with dignity and decorum at all times in the hostel.
- b) They should not disturb other residents by making noise.
- c) Resident is not allowed to keep pet i.e. animals/birds etc. in the hostel premises.
- d) Playing of stereo/radio/ transistor/music system/etc. at a volume, which causes disturbance to others, is strictly prohibited. Those who violate the rule will be fined. A frequent violation of this rule may lead to expulsion.
- e) They should consider university property i.e. building, electrical and sanitary fittings, furniture etc. as their own and not try to damage them in any way. Residents will have to bear the cost of the repair of the property damaged by them. They are particularly warned not to scribble anything on walls and doors in the hostel.
- f) Use of abusive language, tearing of page from magazines, periodicals and newspapers, playing of cards or any other act of breach of hostel discipline will be treated as violation

- of hostel rules and will invoke suitable punishment.
- g) Gambling and use of alcoholic drink/drugs, in any form within the hostel, are strictly prohibited. Residents are not allowed to visit the Cinema Halls for late night shows. Residents who want to stay out after the prescribed hours must obtain the prior permission of the Warden/Coordinators/ Lady Wardens. Those infringing this rule are liable to be expelled from the hostel and will be punished according to law.
 - h) The residents should not bring or entertain any outsider to the University hostel, or bring any guest without the prior permission of the Warden/Coordinators/ Lady Wardens concerned.
 - i) The residents must not keep iron rod/ weapon/ arms of any kind in the hostel.
 - j) Residents must not assault any hostel worker. Any complaint of indiscipline or insolence against worker must be reported to the Warden/Coordinators/ Lady Wardens for suitable action.
 - k) If any resident wants to make any representation to the Chief Warden, he/she should submit that through the Warden/Coordinators/ Lady Wardens of the concerned hostel.
 - l) Lights/fans should be switched off and taps should be closed when not required. Tea leaves or other rubbish should not be thrown into the sinks, corridors etc.
 - m) Residents will not tamper with the electrical and sanitary installations. The cost of repairs/ replacement due to any damage done to them will be charged from boarders besides imposition of the fine for violation.
 - n) Residents are expected to keep their surroundings neat and clean and make proper use of dustbins. Spitting in hostel compounds and corridors, plucking of flowers, crossing of flower beds and lawn is prohibited.
 - o) Residents should lock their rooms whenever they go out. The responsibility for any loss of goods, money jewellery or any other items will be that of the occupant of the room. They are advised in their own interest, to open accounts in the Bank/ Post Office and keep with them as little money as possible. In no case, the hostlers are to keep the valuables jewellery with them.

- p) Residents are required to observe perfect silence in the reading rooms. Games must be played in orderly manner. Nothing should be removed from the reading room or the common room. The residents will not handle the T.V. or stereo or other sophisticated articles.
- q) Residents are not allowed to organize show of pictures or any other visual item during the day or night. Those who violate the rule will be fined and liable to any other suitable action.
- r) (i) The Coordinator/Warden may recommend expulsion of resident from hostel if he/she is not satisfied with his/her conduct or for violation of the rules.
(ii) No hostler is allowed to maintain/keep/bring motor vehicle (i.e. Cars, Motor Bikes, Scooter etc.) in the hostel premises.
- s) In case of non-payment of dues or violation of any hostel rules by a resident, the Warden/Coordinators/ Lady Wardens may get his/her room locked or opened for possession without any liability whatsoever.
- t) Any student opening a room by breaking the hostel lock or windowpane etc. shall be liable to fine/ expulsion from the hostel.
- u) Any other order, which is notified from time to time, will be binding on boarders.
- v) In case of Ph.D. research students, their admission forms should also have signatures of their respective Guides/Supervisors if already allotted to, besides the Chairpersons. In case of unpaid research students they should produce a certificate/ surety from their supervisor for regular payment of hostel dues. No research scholars shall be allowed to stay in the university hostels beyond five (4+1extension) years or after the submission of thesis whichever is earlier.
- w) However, post doctoral fellows, Senior Research fellows and other scholars who have fellowships may be allowed by the Chief Warden to stay, on specific recommendations from the Supervisor, for a further period of two years subject to availability of accommodation and with the condition that he/she would vacate the room if the accommodation is needed by a regular scholar.
- Note:** A research Scholar, who is admitted to the University Hostel, shall pay all the fees and charges at the same rates as are applicable to other students of the University.
- x) Residents are required to obtain the hostel identity card and produce the same on demand.

- y) Foreign Students studying in the university and who are not in the final year may be allowed to stay in one of the hostels during the vacations by the Chief Warden. Those foreign students who are in final year may be allowed by the Chief Warden. Alternatively, such students may be asked to stay in the Faculty House.
- z) Students have to vacate the hostel rooms after the completion of their last semester. Students who are not able to submit their dissertation in time will not be allowed to stay in the hostel after the last semester of that course.
- z(i) Students desirous of using computers should seek prior permission of Coordinator/Warden.
- 15.** The hostel fee for SC/ST will be charged as per direction of Director of SC/BC Welfare Department, Haryana vide letter no. 32240-32267 dated 18-10-2005 and No./ Sch & SC/ST/05/2031-33 dated 10-11-2005.
- 16.** As per the directions of UGC vide letter No. F.6-22/82 (SCT) dated November 29,1982 , 22.5% of the hostel seats is to be reserved (15% for Scheduled Castes and 7.5% for Scheduled Tribes). As per the directions of the State Govt. notification 20% of the available Hostel Seats is to be reserved for Scheduled Castes.
- 17.** The Hon'ble Vice-Chancellor shall be the final authority to make the interpretation of these Hostel Rules & Regulations, in case of any dispute. The jurisdiction shall be confined to Hisar only. The competent Authority shall have the power to add/delete/ amend any of the rules at any time.

HOSTEL FEE STRUCTURE PER ANNUM		
Sr. No.	Nature of fee/Security payable	Amount
1.	Hostel Security	Rs. 1500.00 (Refundable)
2.	Hostel Mess Security	Rs. 2000.00 (Refundable)
3.	Hostel Electrical charges	Rs. 2700.00
4.	Hostel Charges	Rs. 1500.00
5.	Maintenance & Development fee	Rs. 2100.00
	Total	Rs. 9800.00

Refundable only after completion of course and after adjusting pending dues. In very deserving cases, the Vice-Chancellor may waive off the room rent charges on the recommendation of the Chief Warden.

WORKING WOMEN HOSTEL FEE STRUCTURE AND RULES			
Sr. No.	Category of Employees	Room Rent per month	Other charges per month
1.	Research Scholar (Research Trainee)	250/-	250/-
2.	GJUST Employees Regular	-----	250/-
3.	Contractual/ Guest Faculty	500/-	250/-
4.	Employees other than GJUST	1000/-	250/-

Guest charges will be Rs.75/- per day.

Residents using small fridge in the room will be charged Rs.500/- extra per month with the prior permission of the Coordinator/Warden. Further, the same electricity rules will be applicable as in other hostel.

Further each resident will deposit the refundable security of Rs.2500/-. The residents, other than guest have to pay residential charges at least for 3 months in advance at the time of entry in the hostel.

1. General rules regulating the grant of accommodation in University Girls Hostel shall mutatis mutandis be applicable to the Working Women Hostel.
2. In addition to rules as mentioned in para (1) above, the following regulations shall inter alia be applicable to Working Women Hostel:
 - a) The hostel, subject to available of accommodation, shall be open to the earning women/ employees in the following order:
 - i) Research Scholars (Research Trainee) of GJUS&T, Hisar.
 - ii) Project Fellows of GJUS&T, Hisar.
 - iii) Regular employees of GJUS&T, Hisar.
 - iv) Contractual employees of GJUS&T, Hisar.

- v) Guest Faculty of GJUS&T, Hisar
 - vi) Central/ State Govt./ Court employees.
 - vii) Boards/ Corporations/ Universities funded by Govt. (subject to strict proof of employment).
- b) A guest research scholar visiting the campus for official/ research work can stay on the recommendation of concerned department/ guide/ chairperson with permission of Coordinator/Warden for 7days and Chief Warden for 15 days.
- c) Children up to the age of 3 years can be allowed to stay with mother provided the other inmates sharing room with her give in writing that they have no objection to their staying with mother. No extra facility/ accommodation etc. will be provided on this account.
- d) Entry timings of inmates and visitors may be in accordance with the instructions issued from to time and violation will be dealt with as per general rules.
- e) Notwithstanding anything contained in the above rules, the University may issue special instructions for regulating the stay, conduct and behaviour of the inmates.
- f) Should there be any inconsistency/ hardship, the Vice-Chancellor shall be the final authority to interpret the above rules

ZERO TOLERANCE ON RAGGING

- Ragging in the University Campus is totally banned.
- Any student found indulging in the act of ragging shall be liable to disciplinary action as per the University rules and be punished according to law.
- Anyone who finds ragging or being ragged in the campus can submit his/her complaint to Proctor on Email ID: proctor@gjust.org Telephone No. 01662-263563/263368
- Anyone who finds ragging or being ragged in the hostels can submit his/her complaint to Warden, Coordinator, Deputy Chief Warden and Chief Warden.

Website: www.gjust.ac.in

**SCHEDULE OF TEACHING & VACATIONS FOR THE SESSION 2019-20
FOR FACULTY OF ENGINEERING & TECHNOLOGY (DEPARTMENT
OF COMPUTER SCIENCE & ENGG., ELECTRONICS & COMM. ENGG.,
MECHANICAL ENGG., PRINTING TECHNOLOGY, BIOMEDICAL
ENGINEERING, CIVIL ENGINEERING & ELECTRICAL
ENGINEERING)**

ODD SEMESTER

Admissions (Ist Sem.)	13.07.2019 onwards
Semester Registration (other than Ist Sem.)	01.08.2019
Teaching	01.08.2019 to 05.12.2019
Preparatory days *	06.12.2019 to 10.12.2019
End Semester Examinations (Major Test)	11.12.2019 onwards
Winter Vacations	20.12.2018 to 02.01.2020

***Note:- Practical Examinations wherever applicable, may be conducted during this period.**

EVEN SEMESTER

Semester Registration	15.01.2020
Teaching	15.01.2020 to 15.05.2020
Preparatory days *	16.05.2020 to 20.05.2020
End Semester Examinations (Major Test)	21.05.2020 onwards
Summer Vacations	01.06.2020 to 12.07.2020

***Note:- Practical Examinations wherever applicable, may be conducted during this period.**

Schedule of Minor Tests

Odd Semester

1 st Minor Test	3 rd week of September
2 nd Minor Test	4 th week of October

Even Semester

1 st Minor Test	1 st week of March
2 nd Minor Test	3 rd week of April

Every Saturday and Sunday of every month will be holiday. If the number of teaching days falls less than 180 days in the academic session 2019-2020 due to some unforeseen reasons, it will be the responsibility of each teacher to make good the loss by taking extra classes.

NOTE:-

- (i) Every Saturday and Sunday of every month will be holiday. If the number of teaching days falls less than 180 days in the academic session 2019-2020 due to some unforeseen reasons, it will be the responsibility of each teacher to make good the loss by taking extra classes.
- (ii) One Minor Test will be mandatory for all the students be conducted for all the UGC programmes being run by the University Teaching Departments as per above schedule. However, if a student does not appear in Minor Test due to some unavoidable circumstances, the concerned teacher/ Chairperson of the Department may conduct Minor Test again for such a student on his/her request, if the case is genuine.

NOTE:-

For old students/residents the last date of admission in the hostel without late fee is 22nd July 2019 and with late fee of Rs.10/- per day up to 5th August 2019. The name of student may not be considered for admission in the hostel who did not deposit the hostel fee as per schedule.