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श्री फणीश्वर नाथ रेणु अभियंत्रण महाविद्यालय, अररिया
(विज्ञान, प्रावैधिकी एवं तकनीकी शिक्षा विभाग, बिहार सरकार) 854318



Ref. No.: SPNREC / 809

Date: 04.08.2024

NOTICE

All Hostel residents are hereby informed that it is mandatory to follow the Hostel & Mess rules and regulations mentioned in the Hostel Application Form (Annexure-III). The form is designed to ensure that all residents are aware of and agree to adhere to the Hostel & Mess Rules and Regulations.

It is mandatory to fill Hostel Application form (Annexure-I & Annexure-II) for all the hosteller.

Copy to :

- 1) Institute Website & Notice Board
- 2) Boys & Girls Hostel Notice Board

AK
04.08.2024
Principal In-charge
SPNREC, Araria



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Hostel Application Form

Photo

To
The Principal SPNREC, Araria
Sir,

It is requested that I may be allotted a room in the Hostel. I have carefully gone through and understood the instructions mentioned in Annexure 1 (Undertaking by the student), Annexure II (Undertaking by the Parents) and Annexure III (Hostel and Mess rules) attached with this application.

My particulars are as under:

Name (Capital):

Date of Birth: Blood Group: Gender:

Roll No: Branch: University Reg. No:

Aadhar Number: CGPA / Rank card:

Father's Name: Mother's Name:

Category (Gen/BC/EBC/SC/ST): Nationality:

Permanent Address: Pin Code:

Phone/Mobile Number: Email ID:

Local Address (If any):

Guardian Name: Contact Number:

Date:

Place: Signature of Applicant:

(Countersign of the parents/Guardian) with date

(For Office Use Only)

Received hostel fee of Rs. (.....)

Date: Signature of dealing clerk:

Room Allotted:

Received the following (Yes/No):

1. Bed:
2. Study Table:
3. Study Chair:
4. Fans:
5. Bulbs Holder/ Tube Fittings:
6. Any Other:

Signature of Caretaker:

Signature of Warden:

Signature of Applicant: _____

ANNEXURE I

Shri Phanishwar Nath Renu Engineering College Araria

UNDERTAKING BY STUDENT FOR ROOM ALLOTMENT

Name of Student: Branch:

Registration No: Roll No.:

Semester:

Hostel Room No. allotted to the ward:

Mobile No.:

I hereby confirm and declare that, if the college hostel is allotted to me, I will adhere to all the rules and guidelines of SPNREC Araria Hostel and the Institute mentioned below:

1. I will not be involved in violation of any of the Hostel rules of or unlawful activities.
2. I will not move in restricted areas of the campus of the Institute.
3. I will not use or promote anybody to use or store any type of items which are prohibited in the hostels - including smoking, alcohol and or drugs etc.
4. I will not interchange my room with any other students of SPNREC, Araria.
5. I will not damage the furniture/electrical equipment in my room/hostel, will not disfigure the room/hostel and will keep my room always clean.
6. I will not involve myself in any ragging cases and if found anybody doing so, I will report the same to the authorities with the names of student involved.
7. I will not involve in any physical altercations of any sort in the hostel with any other student/staff/faculty of SPNREC, Araria.
8. I will fully abide by the hostel timing stipulated by the hostel officials. I will enter details of my movement outside the hostel/Institute in the movement register.
9. I fully understand all the above mentioned statements in full confidence and undertake that I will abide by them completely, failing which I will be liable for punishment decided by college authorities.

Date:/...../.....

Signature of student:

Place:

ANNEXURE II

Shri Phanishwar Nath Renu Engineering College Araria

UNDERTAKING BY PARENTS/GUARDIAN FOR ROOM ALLOTMENT

Name of Parent/guardian:

Name of Student:

Registration No: Semester:

Roll No.: Branch:

Hostel Room No. allotted to the ward:

Mobile No.:

I hereby confirm and declare that if he/she is allotted hostel of SPNREC, Araria he/she will adhere to all the rules and guidelines of SPNREC, Araria Hostel and the Institute mentioned below.

1. My ward will not involve in any case of violation of any of the Hostel rules and will not indulge in any unlawful activities.
2. My ward will not use or promote anybody to use or store any type of items which are prohibited in the hostels-including smoking alcohol and or drugs etc.
3. My ward will not interchange the allotted room with any other student of SPNREC, Araria. My ward will entertain external visitors in common area only with the permission of warden.
4. My ward will not allow any other person other than the allotted roommates to stay in his/her room.
5. My ward will not damage the furniture/ electrical equipment in his/her room/ hostel, will not disfigure the room/hostel and will keep his/her room clean always.
6. My ward will not involve himself/herself in ragging cases and if found anybody doing so, he/she will report the same to the authorities with the names of student involved.
7. My ward will not indulge in any physical altercations of any sort with any other student /staff/faculty of SPNREC, Araria.
8. My ward will fully abide by the hostel timing stipulated by the hostel officials. He/she will enter the details of his/her movement outside the hostel/Institute in the movement register.

I fully understand all the above mentioned statements in full confidence and undertake that my ward will abide by them completely. If my ward is found violating any of the above mentioned or any other SPNREC, Araria hostel rule, he/she will be liable for punishment decided by college authorities.

Date:

Place:

Signature of the Parents:

ANNEXURE III

Shri Phanishwar Nath Renu Engineering College Araria

Hostel And Mess Rule and Regulations

All existing and newly admitted students should read all the points herein carefully, before applying/check in to Hostel Accommodation at the start of every academic year. In case of any doubt, get them clarified from any of the Wardens, Violation of any of the rules stating ignorance will not be accepted and will attract disciplinary actions. Undertakings will be signed by the student and their parents/guardian submitted before room allotment. Rooms shall be allotted on production of receipt of hostel fee.

Hostel accommodation is not a matter of right of the student and allotment shall be made subject to availability of suitable space, based on adherence of rules contained in this document. Provision of hostel accommodation at the time of admission or each academic year doesn't ensure its continuation in the subsequent years. The student has to apply every year for re-allotment of hostel accommodation shall be on the basis of conditions as specified by the concerned authority.

HOSTEL RULES & REGULATIONS:

1. Hostel allotment is done for one year and no student is permitted to cancel their allotment during that Semester. If they do so they have to pay hostel fee for the whole semester.
2. Girls student are not permitted to leave the hostel campus before 6:00 AM in the morning and may be allowed outside hostel campus up to 6:30 PM in summer (March to September) and 6:00 PM in winter (October to February). For any emergency prior permission is required.
3. A student is supposed to reside in their respective allotted room. They are not supposed to stay outside the hostel rooms after 10:00 PM without valid permission from his/her warden. Prior permission is required to leave the hostel.
4. Resident students are not permitted to invite any outside person to address any meeting in the hostel. Only allotted student is allowed to reside in the hostel.
5. All the students have to provide complete details of their parents/ guardian including their Address and mobile number.
6. Any type of unfairness/indiscipline/illegal activities in the hostel campus or off the campus, students will debar from the allotment at any point of time and strict action may be taken by Hostel Administrative Committee/Disciplinary committee.
7. Incase of any issue, Students are advised to share their complains in written to the hostel warden.
8. Specially abled candidate will get accommodation on priority basis.
9. Payment for Hostel Maintenance will be in ADVANCE for at least one semester after allotment.
10. Mess menu will be decided through mess committee and will be effective for at least one month. Any type of complain regarding Mess and its Maintenance will be solved by mess committee/Warden.

Shahen

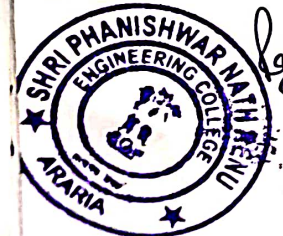
Rajni Kumari
Warden

[Signature]
Warden

[Signature]
Warden

[Signature]
Chief Warden

[Signature]
Principal



11. Any kind of damage in room will be charged individually but Toilet and other used items/equipment will be charged collectively, lobby wise.
12. Students are advised not to play music system/equipment to create problems for other students. If such complaints come in written from any student then it may lead to fine or they may be debarred from the hostel.
13. NO-DUES is required e hostel or filling the university form for semester Exam
14. Cooking is not permitted in the hostel rooms. Use of heavy power consuming appliances like Heater, Press, Induction etc , is strictly prohibited. If found guilty, action will be taken.
15. Principal can cancel the allotment at any time after the recommendation of disciplinary committee.
16. Principal may change the rules and regulation in the benefit of students. Chief Warden/ wardens will assist him.
17. Scribbling, Scratching, sticking posters, Spitting, wall chalking, wall painting, writing slogans of any kind of defacing on the walls and doors, braking, damaging property of the hostel, is prohibited and shall invite disciplinary action against the violators.
18. Students are not allowed to go the terrace or roof top of the hostel.
19. If students need to stay outside the hostel in the night, prior permission from the authority is needed.
20. Gate pass must be submitted to the hostel warden before going on leave for more than four hours.
21. Engaging personal attendants and keeping pets by students in hostel is strictly prohibited.
22. There is a compulsory attendance of all students at night every day.
23. The Hostel administrative Committee reserves the right to carry out spot-checks of the hostels and the rooms anytime without giving prior notice to the Hostel Residents.
24. Misbehaving with security personnel, hostel resident caretakers and mess staff will be considered as vandalism and for this act proper punishment will be awarded.
25. While coming and going out of hostel campus, proper entries have to be made in register.
26. The residents are not allowed to take any common room or mess property into their room.
27. It is the students' responsibility to take care of their personal belongings. The hostel management will not be liable for any loss or damage to individual possessions.



Shahen
Rajni Kumari
Warden

[Signature]
Warden

[Signature]
Warden

[Signature]
Chief Warden

AKG
Principal

28. Hostel residents are not permitted to allow visitors of the opposite gender into rooms at any time for any reason whatever. Any hostel resident found violating this rule will be expelled from the hostel and will also be liable for disciplinary action.
29. Ragging in any form is strictly banned in the institutional campus and its premises. Ragging is a punishable offence as per F. No. 37-3 Legal AICTE 2009 regulations, Students should abstain from committing such offences as no leniency will be shown to any student found guilty of the offence.
30. No resident is allowed to change the room allotted without prior permission. Anyone found changing rooms or residing in other rooms is liable to be expelled from the hostel.
31. Students of the allotted rooms shall be responsible for the maintenance and the upkeep of their respective rooms and furniture. When students move out of a room that has been modified, the room must be returned to its original state. Residents are responsible for any damage to the room.
32. Any disfigurement of the common areas such as bathrooms, staircase, common room, dining spaces etc, the cost of repair shall be borne by the occupants of that room or corridor, as per case decided by the Warden, Assistant Warden.
33. In case of any emergency/health issue students are advised to contact medical in charge and security in-charge first. The expenditure on his/her treatment will be borne by students themselves and travel for the same.
34. The authority reserves the right to revise the rules and regulations from time and will keep the hostellers informed of any changes in the form of notices on the hostel notice boards. Ignorance of rules will not be accepted as an excuse as well as Non-compliance of above shall lead to fine, penalty and/or expulsion from the hostel.

Shabeen

Rajni Kumari

Warden

[Signature]

Warden

[Signature]

Warden

[Signature]

Chief Warden

[Signature]

Principal



Mess Rules:

1. Availing Mess facility is mandatory for all residents allotted to the hostel.
2. Food cannot be taken by the residents outside the dining hall.
3. No resident will be permitted to take the Mess utensils outside the hostel dining hall. If anyone is found taking the utensils outside the mess or in their room He/ She will liable to be penalized by the concerned authority.
4. No extra item is allowed to be prepared in the mess.
5. On the request of the students mess representatives, a meeting can be convened by the mess committee members with the contractor in the last week of the month for necessary improvements and suggestions.
6. There will be a Mess Management Committee and members will be as follows:

(A) Chief warden	(B) warden
(C) Mess Manager	(D) Students Representatives (Mess Committee)
7. Students Representatives will be selected within their own either by election or consensus and if they fail then by the hostel warden/Assistant warden.
8. The hostel management of the college reserves the right to carry out spot-checks of the mess kitchen food anytime without giving prior notice.

Meal Timing

BREAK FAST: 8.00am-10.00 am

LUNCH: 01.00 pm-03.00 pm

DINNER: 08.00 pm-10.00 pm.

Shahen

Rajni Kumari

Warden



Warden



Warden



Chief Warden



Principal

