

**LNJN NICFS National Forensic Science University (NFSU)**

**Delhi Campus**

**Student Hostel Eligibility, Rules and Regulations**

**I. Eligibility:**

- (a) First year students of B.Tech. +M.Tech. Integrated Course and B.Sc.+M.Sc. Integrated Course and who are not residing in Delhi NCR only.
- (b) Not employed anywhere on full-time or part-time basis.
- (c) No pending disciplinary case initiated by LNJN NICFS NFSU/Police.
- (d) Should have a Mediclaim Policy of minimum Rs. 3 Lakhs/year valid for cashless treatment for two years at any Hospital nearby to NFSU Delhi Campus, preferably at Jaipur Golden Hospital, Rohini, Delhi.

**1. Allotment Procedure:**

- (a) Eligible students must submit their online application for hostel accommodation in prescribed proforma. STUDENT HOSTEL REGULATION is also to be submitted duly signed by student and either parent on each page in PDF.
- (b) Any discrepancy is to be taken up in writing within 3 days of submission of application form. The letter is to be addressed to Joint Registrar (JR), NFSU Delhi Campus
- (c) Hostel will be allotted to students for one year.
- (d) Hostel will be allotted on double occupancy basis.
- (e) Possession of room will be given only on submission of (a) Receipt for Payment of fees (b) Mediclaim Policy.
- (f) Hostel accommodation during summer vacation if allowed, will be at the sole discretion of Campus Director, LNJN NICFS. Such allotment will not be governed by these Rules.

**2. Hostel Charges:**

- (a) Charges for Hostel Accommodation and Mess Facility (Three Meals) is as follows:

Room Type	Security Deposit (Rs.)	Rent and Mess Charges (Rs.)
Non-AC Room (Twin Sharing) per student	6,000/-	10,000/-
AC Room (Twin Sharing) per student	8,000/-	12,000/-
AC Room (Single Occupancy)	15,000/-	19,500/-

- (b) Mode of payment: All payments are to be made by RTGS in favor of NFSU MHA LNJN NICFS Delhi Campus, A/c. No. 40067882464, IFSC Code: SBIN0016238
- (c) Separate payment by RTGS are required to be done for Hostel rent and Security Deposit.
- (d) While vacating the Hostel, 'no-dues certificate' has to be obtained from Hostel Warden without which claim for Hostel Security Deposit refund will not be entertained. Refund application along with original receipt of deposit must be made within 15 days of vacating the Hostel.

**3. Mess, Dining hall and Guests:**

- (a) All three meals (Break Fast, Lunch and Dinner) would be Vegetarian. Food will be served only in Dining Hall. In case of sickness & confined to room, the mess will provide food in hostel room to the student.
- (b) Guest can be brought along to the dinning hall for meals, but with the prior permission of hostel warden. Boarder will have to pay for food charges for any food consumed by Guest.
- (c) Taking mess utensil outside the dining hall is strictly not permitted.

**4. Meal Timings:**

Meals in the hostel will be served during the following hours:

	From	To
Break Fast	0800 Hr.	0900 Hr.
Lunch	1300 Hr.	1400 Hr.
Dinner	2000 Hr.	2130 Hr.

**5. Visitor Timings:**

Visitors are allowed only in the common room near the hostel reception between 1800 hour and 2100 hour. Visitors have to sign in the visitor's register and countersigned by the resident. No visitor will be allowed on the day of Holi.

**6. Attendance Timings:** Residents must return to Hostel by 2200 hours.

**II. Rules of residence:**

- (a) No resident is allowed to shift from one room to another without written permission of the Campus Director. Similarly, no furniture is to be shifted from one room to another.
- (b) Residents are responsible for safety of hostel property. Any loss due to negligence or willful damage will invite individual or collective penalty. Disciplinary action will be initiated against such residents.
- (c) Residents must hand-over complete charge of their room to the Caretaker (Hostel) before vacating the Hostel; a clearance certificate has to be obtained.
- (d) Residents are not allowed to handover hostel keys to any person other than the hostel authorities.
- (e) Residents are expected to be properly attired befitting the Institute when they leave hostel block. Bathroom slippers, Shorts/Bermuda, Sleeveless tops/Baniyans, etc., are not allowed in the Dinning Hall & University Premises except while playing sports / games.
- (f) In case any resident remains away for more than 7 days without permission it will be presumed that the resident has left. His/her allotment will stand cancelled without notice and seat may be allotted to other students from the waiting list.



- (g) Uses of electrical gadgets like heaters. Electric Iron etc. are not allowed inside the hostel rooms. Cooking in any form or even tea preparation inside the room is strictly prohibited; No fittings/furnishing will be damaged or tampered with Coffee/Tea vending machine.
- (h) Playing of loud music, shouting cheering or even speaking in high pitched voice in the room or hostel premises is strictly forbidden so as not to disturb other residents.
- (i) Washed garments should be hung for drying only on the cloth stand provided for this purpose and should not be kept outside the room.
- (j) Residents should strictly refrain themselves from indulging in any form of ragging, sexual harassment and vulgar activities. Such complaints will be seriously looked into jointly by the hostel committee and also the sexual harassment committee. Guilty residents will not only be expelled from the hostel but may also face expulsion from the Institute apart from facing legal action by the law enforcement agencies.
- (k) The Hostel room is for use by allotted student only. Others are not to be brought in side room.
- (l) Pets are not allowed nor do our students encourage feed the stray animals entering into the campus.
- (m) Application for night out pass must be given on prescribed form 2 working days in-advance. The students shall leave the campus for night out only after depositing their night out pass to the Security at the Gate.
- (n) Allotment of Hostel midway during a semester under exceptional circumstances will not confer right to allotment in the next semester.

**1. Procedure for forcible eviction:**

An eviction committee will be constituted by the Campus Director/Joint Registrar. Luggage of evicted students will be sealed and kept in store for which demurrage charge of Rs. 50/- per day will be collected.

**2. Conditions for expulsion and Temporary Vacation:**

The Hostel Committee will take decision for expulsion or temporary vacation in the following cases:

- a. Involvement in any undesirable activity;
- b. Needs family care or has become homesick
- c. Infectious disease which requires quarantine;
- d. Violation of any of the Rules of Residence.



**Air Comd. R.N. Gaekwad  
Joint Registrar**

## Application for Hostel Allotment

1.	Students Name:			
2.	Course Name:			
3.	Choice of type of room (tick at the appropriate box)	Non-AC (Twin sharing)	AC (Twin sharing)	AC (Single Occupancy)
4.	Parents Details	<b>Father</b>		<b>Mother</b>
	Name:			
	Mobile Number:			
	Address:			
	Email ID:			
5.	Name/address and Contact No. of Local Guardian to be contacted in case of emergency			
6.	Medical Insurance Details			
7.	Date of application for Hostel Allotment			

We have read Students Hostel Rules & Regulations and agree to comply with same. It is understood that breach or rule may result in expulsion from hostel.

Signature of Father/Mother  
(with full name)

Signature of applicant  
(with full name)



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I/We accept all the above said Rules and Regulations of the Hostel.

(Signature of Father/Mother)  
(with Mobile No.)

(Signature of Resident)



AC Room (Twin Sharing)



Non-AC Room (Twin Sharing)