

**ANNAMACHARYA INSTITUTE OF TECHNOLOGY AND SCIENCES
RAJAMPET**

ADMISSION INTO HOSTELS

2020-21

A limited number of seats are available in the hostels attached to the Institute.
The following charges are payable at the time of admission.

1. Room Rent	}	: Rupees. 55,000/- Per academic year
Boarding Charges		
Watch & Ward		
Electricity & Water Charges, etc.,		

**ANNAMACHARYA EDUCATIONAL TRUST:: RAJAMPET
WOMEN'S HOSTEL "BAHUDA"**

Application for admission 2020-21 / continuation

(FOR OFFICE USE ONLY)

Admission No:

Date :

Room No:

*Photograph
of
Father*

*Photograph
of
Mother*

*Photograph
of
Hosteller*

1. NAME OF THE STUDENT :
(In BLOCK letters - Surname first)

2. COURSE, BRANCH & YEAR:

3. a) FATHER'S NAME :

b) OCCUPATION :

4. a) ADDRESS and contact Phone Numbers of Parents
for correspondence (Guardian, only if both the parents are not alive / not in
India)

b) Permanent Address :

5. NAME & ADDRESS OF THE LOCAL GUARDIAN (if any):
With Photograph & Phone Numbers

*Local
Guardian
Photograph*

6. NAME & ADDRESS OF THE VISITOR AUTHORIZED BY PARENT :

*Visitors
Photograph*

Parent's signature
Date:

Student's Signature
Date:

DECLARATION

I hereby declare that I will abide by the above mentioned rules and regulations of the hostels. On violation of any of the rules I accept any disciplinary action taken against me.

Signature of the (Student)

Name :

Branch :

H.T. No:

DECLARATION

I promise that I shall be responsible for the conduct of my daughter / ward and shall accept any disciplinary action taken against her. I shall pay all her hostel expenses regularly within the prescribed time.

Signature of the Parent (Guardian)

**ANNAMACHARYA EDUCATIONAL TRUST – GIRLS
HOSTELS, RAJAMPET
RULES AND REGULATIONS**

1. Admission into the hostels will be made only after admission into the institute. Anyone, whose name is struck off the roll of the institute, will automatically cease to be a member of the hostels.
2. The admission into hostel is valid up to commencement of summer vacation/end of academic programme whichever is earlier.
3. Every resident shall remember that she is an officer in making and shall strive to maintain the dignity and decorum in all their dealings among themselves and with others. They are not to use offensive language on others.
4. Members shall be held responsible for any damage caused to hostel property.
 1. If anyone damages Furniture and Electrical the Hostel Property Rs.150/- fine collect from individual if identified otherwise recovered collectively from the inmates of that room.
 2. If No one switches off Fan and Light in the Room once warden checks the Room Same Problem Repeated Rs.50/- fine collect from each student in the room.
 3. Once Allotment the Room no one shifts another Room, if you are interchanging any Room without proper warden permission each person Rs.100/- fine collect from the Room Members.
5. Residents shall refrain from any act, covert, that may destroy or disturb the peace and harmony among the residents and on the campus.
6. Ragging of any kind is severely punishable as per the Andhra Pradesh state prohibition of Ragging Act, 1997 and 2002. As such students are advised not to indulge in such activity.
7. Members should necessarily stay in the hostel premises from 6.30pm to 8.00am daily and also throughout the day on the day when they do not have class-work.
8. A member leaving the hostels is expected to go to the college only and return back to the hostels. If a member is leaving for a place other than the college she has to necessarily obtain prior permission from the warden, giving specific information about the place of visit, reason for the visit, date and

time of leaving and approximate time of return. Wrong information and / or a different place of visit will be viewed seriously.

- 9.i) Members are not permitted to stay in local guardian's house beyond 6.30pm
- ii) Members shall be permitted for shopping etc., once in a while, but not frequently.

10. Guest is not allowed, even for the functions. However, member's Father will be allowed to stay for a short duration (on payment basis beyond one day @ 150/- per day or part thereof).

11. Visitors / parents are not permitted to meet the hostellers after 6.00 pm and 8.00 am. However, in special cases, prior permission of additional chief warden must be obtained to meet beyond this time.

12. Parents or visitors authorized by the parents at the time of admission will only be allowed to visit their wards. Visiting time : 10.00 am to 5.00 pm on Sundays only. The duration of visit will a maximum of one hour.

13. No male member is allowed into the hostel premises.

14. Any hostel student harboring any unauthorized person(s) will be expelled from the hostel immediately.

15. The inmates of the hostel should not leave the hostel premises on holidays for the purpose of excursion or picnic without prior permission of the additional chief warden. However, for any accident or fatality that may occur during picnic/excursion, the responsibility does not lie with the institute or Hostel authorities.

16. In case a student falls sick, he/she should connote immediately the steward/Additional chief warden. In case of an emergency students may shift the patient immediately to a hospital and inform the authorities at the earliest. A student suffering from infectious/contagious diseases will not be permitted to stay in hostel.

17. Resident shall not get involved in arguments or otherwise interfere with the duties of the employees of the hostel. If there is any complaint or suggestion to be made, it shall be made to the Additional Chief Warden only.

18. The members should not use any electrical appliances without written permission.

19. Cassette players, musical instruments sound making activities are totally prohibited in the Hostel premises. However, Walkman's can be used only with headphones, but without speakers.
20. Cell Phones are totally prohibited inside the hostels. If any student member is found in possession of Cell Phone, she will be expelled from the Hostels immediately. No refund of the Hostel fee possible.

If a member brings a cell phone by mistake, the Cell Phone must be deposited with warden even before the members force to approve. This cell phone will be returned to the member at the time of they are going to home.
21. Hostellers should take care of their own belongings. Managements will not be responsible for the loss or damage of their belongings. They are strongly advised against keeping any valuable in the rooms.
22. Members must take care of hygiene and tidiness in the premises.
23. Disfigurement of the walls, doors and other places of the campus with sketches or writings is strictly prohibited.
24. The members have to necessarily occupy the rooms allotted to them. In case of the need for interchanging or shifting the room, they have to necessarily take the permissions from the warden.
25. A notice, displayed on the notice boards, will be deemed to have been brought to the notice of all the members.
26. The boarders are expected to maintain good table manners in the dining hall.
* Should not bring the transistors to the dining hall, * Should not waste food,
* should not enter the kitchen, etc.
27. Any material belonging to the dining hall (Glasses, Jugs, etc) / mess (food) should not be taken outside the dining hall. However, wardens shall permit such a thing in case of sick people.
28. The furniture from inside the room should not be moved out. However, if the chairs are brought out in the evening (for usage in the verandas and lawns) they must be immediately moved back into the rooms after the usage outside.
29. The members should necessarily attend to the roll call 6.00 pm daily near the wardens room.
30. Misconduct or breach of any hostel rule would render the offender liable to fine, suspension or expulsion both from the hostel and the institute.

31. Annual charges & admission fee once paid to the hostel will not be refunded when a member leaves the hostels or is sent out from the hostels during any part of the academic year, whatever be the reason. However, the caution deposit is refundable after the salient charges.
32. If a hosteller wishes to vacate the seat in the hostels before completion of the course, the parent must necessarily take permission from the Chief Warden and then only vacate the seat in the hostels.
33. The room of any student in the hostel can be inspected at any time by the additional chief warden/hostel management or any authorized staff member of the institute or district police officials. Inmates are advised to keep their ID Cards with them and show them on demand.
34. Any other aspect not covered by the above rules shall be decided by the hostel officials as and when required.