



डॉ. शकुन्तला मिश्रा राष्ट्रीय पुनर्वास विश्वविद्यालय

विश्वविद्यालय ससर्वाधिकार विभाग, उत्तर प्रदेश सरकार
Dr. Shakuntala Misra National Rehabilitation University, Lucknow
Divyangjan Empowerment Department, Govt. of Uttar Pradesh

पत्रांक: 724/पु0छा0/डीएसएमएनआरयू/2024-25

दिनांक: 23 मई 2025

सेवा में,

कुलसचिव

डॉ0 शकुन्तला मिश्रा राष्ट्रीय पुनर्वास विश्वविद्यालय
लखनऊ।

विषय:- संशोधित छात्रावास नीति (Revised Hostel Policy) को विश्वविद्यालय की वेबसाइट पर अपलोड कराये जाने के सम्बन्ध में।

महोदय,

आपको अवगत कराना है कि डॉ0 शकुन्तला मिश्रा राष्ट्रीय पुनर्वास विश्वविद्यालय, लखनऊ की माननीय विद्या परिषद की 32 वीं बैठक दिनांक 30 जुलाई, 2024 के बिन्दु संख्या 9/32 में लिये गये निर्णयानुसार संशोधित छात्रावास नीति (Revised Hostel Policy) पर माननीय कुलपति महोदय द्वारा दिनांक 11.04.2025 को अनुमोदन प्रदान किया गया है, जिसे विश्वविद्यालय की वेबसाइट पर अपलोड कराया जाना है।

अतः सक्षम अधिकारी द्वारा अनुमोदित संशोधित छात्रावास नीति (Revised Hostel Policy) को विश्वविद्यालय की वेबसाइट पर अपलोड कराये जाने हेतु सम्बन्धित को निर्देशित करने का कष्ट करें।

संलग्नक:- संशोधित छात्रावास नीति (Revised Hostel Policy) की छायाप्रति।

(डॉ0 पॉंचाली सिंह)
अतिरिक्त चीफ प्रोवोस्ट
महिला छात्रावास

(प्रो0 वीरेन्द्र सिंह यादव)
चीफ प्रोवोस्ट
पुरुष छात्रावास

प्रतिलिपि:- निम्नलिखित को सूचनार्थ प्रेषित:-

- वैयक्तिक सहायक, कुलपति महोदय को माननीय कुलपति महोदय के सादर सूचनार्थ।
- सिस्टम एनालिस्ट, विश्वविद्यालय।

(डॉ0 पॉंचाली सिंह)
अतिरिक्त चीफ प्रोवोस्ट
महिला छात्रावास

(प्रो0 वीरेन्द्र सिंह यादव)
चीफ प्रोवोस्ट
पुरुष छात्रावास



**Dr. SHAKUNTALA MISRA NATIONAL REHABILITATION UNIVERSITY,
LUCKNOW**

**HOSTEL RULES AND REGULATIONS
(Revised 2024)**

The guiding principle towards the formulation of the rules and regulations for hostelites is to ensure a safe, secure, comfortable and pleasant stay and to create an environment, which is conducive to learning of diversified educational needs. To this end, all the activities are geared towards Students development and progress. The Hostel Administration expects that the residents of hostels should develop a sense of belonging towards the University property.

1. Short title, Application and Commencement:

1.1 These Regulations may be called Dr. Shakuntala Misra National Rehabilitation University, Lucknow Hostel Rules and Regulations, 2024.

1.2 They shall come into force from the date Notified by the University.

1.3 These Regulations shall supersede the earlier Dr. Shakuntala Misra National Rehabilitation University, Lucknow Hostel Rules and Regulations.

2. Hostel Administration

2.1 Each Hostel is under the direct general management of a Chief Provost/ Additional Chief Provosts and their team.

2.2 All the Hostel related matters shall be regulated under the direction and supervision of the Vice-Chancellor of the University. Vice-Chancellor will have overriding final decision making powers.

3. Allotment Procedure

1.1 Admission Committee

All admissions (fresh/ reallotment) shall be made by the Chief Provost/Additional Chief Provosts on the recommendation of the Hostel Admission Committee as approved by the Vice Chancellor.

1.2 Allotment Process

i. For the fresh/re allotment process, students will have to apply through the Hostel Management System Online/Offline or as per the process be approved by the Authorities.

ii. At the time of application students will have to provide all necessary documents as required.

iii. After submitting hostel fees, respective hostel provost will allocate the room.

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- iv. The candidates will be intimated to report to the respective hostels to complete the additional formalities.

4. Hostel Allotment Criteria

- i. All the rooms are on double sharing basis.
- ii. Allotment will be based strictly on the merit of the students. The Disability/the Reservation criteria will also be followed in the process.
- iii. Allotment will depend on demand and availability.
- iv. The number of seats allotted for different streams may vary. It is Expected that some percent (To be decided every year as per different factors/norms) of students from all the programs will get seats in Hostel.
- v. The allocation of the Hostel will be fresh at the outset of each Academic Session.
- vi. Students securing marks less than 50% (in previous academic session) may not be given hostel.
- vii. The students who fail or get year back etc. will not be entitled for Hostel.
- viii. The students will have to vacate the hostel within 3-5 days after the last examination of the Academic Session.

5. Eligibility for Hostel Allotment

5.1 New admission

- i. An applicant should be a full time bonafide student of the University admitted to a Department/Faculty of the University.
- ii. Applicant should not be self employed or employed anywhere on full-time, part-time, ad-hoc or temporary basis.
- iii. Applicant should not have availed hostel facility for a course of same level earlier.
- iv. Applicant should not have completed 7 years of staying in any hostel of the University.
- v. Admission shall not be granted to an applicant against whom there is any criminal record or disciplinary action has been taken by Department/ Hostel of the University.
- vi. An applicant while seeking admission and during the stay in the hostel must fulfill the criteria stated above, failing which he/she will have to vacate the hostel immediately.
- vii. Suppression of Information or giving wrong information pertaining to any of these eligibility criteria would make the defaulting students liable for disciplinary action as may be deemed fit by the Hostel Administration.
- viii. The resident should inform about his/her health status at the time of admission and will submit a medical certificate.
- ix. Students having any serious chronic and/or communicable disease are not allowed to stay in the Hostel.
- x. In case of any wrong information regarding health issues will lead to cancellation of Hostel seat.
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5.2 Re-allotment

- xii. The residents who are promoted to next year of the College are required to take

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readmission to the hostel as soon as the new academic year commences.

- xiii. Research students are required to provide a certificate indicating their research progress from the supervisor duly forwarded by the Head of the Department.
- xiv. Admissions will be renewed for one academic year only.
- xv. Students whose results have not been declared will be admitted provisionally and her/his admission will be automatically cancelled in case of failure or year back. (as per University Examination Rules)

6- Grievance redressal related to admission to the hostel

Complaints, if any, against the applicants short-listed for the allotment should be given in writing to the Dean Students' Welfare/Chief Provost within three days of the display of the list. These complaints would be reviewed by the Hostel Admission Committee in consultation with DSW and Proctor and action will be taken, if deemed necessary.

7- Leave/absence

- i. Every Student must inform the Provost in writing about his/ her absence from the hostel if he/she stays out at night / leaves the city. He/ she should also give the contact details.
- ii. For Ph.D students, leave application should be signed by the Supervisor and Head of the Department, respectively.
- iii. In case any Student remain away from the hostel for more than two weeks without informing the Hostel Authorities, it will be presumed that he/ she has left the Hostel, and Hostel Authorities reserve the right to take possession of the room.
- iv. The luggage of the Student concerned, if any, will be deposited in the store room of the hostel. If the luggage is not claimed within three months, the Hostel Authorities may dispose it off in any manner considered suitable.
- v. Leave form or night out form should be signed before 24 hours (working days) from the time of leaving hostel.
- vi. Students can be away from the Hostel for maximum one month (Dussehra, Diwali, Winter Vacations, Holi, Tours, Field work etc.) for which deduction of mess fees can be claimed. Deduction will be allowed for a 1 day or as decided by the Mess Committee, provided if the student had informed to the concerned authority, 3 days in advance about his leave.

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8- Cancellation of Allotment

Allotment to the Hostels will be cancelled if the Student is found to fall in any of the following categories:

- I. Indulge in ragging or any indecent activities with fresher's.
- II. Keeping guests without information (illegal).
- III. Anti-social activities in the hostels or university campus.
- IV. Causing damage to the hostel property.
- V. If he/she ceases to be a regular student.
- VI. Or any such act of the Hosteller (Student) which may warrant cancellation of his allotment.

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- VII. If he violates University student conduct Rules and had been awarded minor/major punishment.

9- Fees Structure

All the rooms are available on double sharing/In few programmes on triple sharing basis.

Annual Hostel Fees Structure

S.No	Heads	For Disabled Students	For Non- Disabled Students
1	Hostel Fee	Nil	Rs. 3000
2	Maintenance Fee	Rs. 1500	Rs. 3500
3	Utility charges	Rs. 1500	Rs. 2000
4	Cauton Money (Refundable, one time charged)	Rs. 1000	Rs. 1000

Notes:

- (I) Mess charges are not included in the above annual Hostel fees.
- (II) No refund of Hostel Fee/ Maintenance fee and Utility charges is permitted if Hostel allotment is done and the student had occupied his room.
- (III) If room was not occupied within a week since allotment, refund of Hostel Fee, Maintenance fee, Utility charges, caution money may be refunded.

10- Fines/Penalty

- I. Students should sign regularly in the attendance register at night. Students can be suspended for 7-15 days or be fined if they fail to do so.
- II. Defacing walls, doors, corridors and cupboards by writing, painting or pasting posters, notes etc. with glue/ tape/ nails etc. is not allowed and fine may be imposed.
- III. The Student of a room is responsible for any damage to the property in the room during his/her occupancy or at the time of vacating the room.
- IV. If any furniture or fixture under the responsibility of the student is found to be damaged or broken, the Hostel Administration shall take strict disciplinary action including levying a monetary penalty equal to the market price of the item.
- V. The Hostel Administration may take the disciplinary action for such cases of indiscipline that are not mentioned herein, as the cases of indiscipline are dynamic.
- VI. Disciplinary action will be taken by Hostel Authorities against the students who violate the rules. Penalty for violation of hostel rules will be decided by the Hostel Authorities considering the severity of the offense / violation of rules / act of indiscipline. Fine/ penalty amount may be deducted from the hostel caution money, if

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11. Health

- I. It is the responsibility of the student to take care of his/her health and take all necessary safety precautions. For any kind of health issue or infection, the Hostel Authority will not be responsible.
- II. The Student should submit a medical certificate and inform about his/her health status at the time of admission. A declaration from parents has to be submitted regarding his/her physical and mental health. Any case of illness/serious illness should be immediately reported to the Provost.
- III. In case of Emergency First Medical Aid shall be provided by the Hostel. Later student should inform his/her parents/guardian. The Local Guardian will have to take the responsibility of the student. All expenses incurred for treatment will be borne by the student. DSW can render help in accordance with University Rules, as per the capacity of the University.

12. Prohibition of and Punishment for Ragging :

- I. Ragging in any form is strictly prohibited, within the premises of Department and Hostel and in any part of the University system.
- II. The students may report about Ragging to the University Anti-Ragging Committee or may Inform the Proctor.
- III. Any individual or collective act or practice of Ragging constitutes gross indiscipline and shall be dealt with under the Rules.

13. General Rules for Hostel Residents

- I. If a hosteller ceases to be a regular student of the University his/her right to continue as a hosteller automatically forfeited.
- II. The students who have appeared in their End term examination of the Even Semester must vacate the hostel as per Rules.
- III. The Students should return all items including room keys to the Provost that were provided at the time of allotment.
- IV. Any damage to Hostel property and/or non-payment of mess amount will be deducted from respective Caution fee and balance amount will be duly refunded.
- V. Students are not allowed to engage any person for service of any kind, personal or otherwise including any alteration, without the prior permission of the Provost.
- VI. No ward bearer, security guard or any other Hostel/Mess employee can be asked to do personal work by a Student. Care Takers can take care of Divyang Students.
- VII. Students are advised to bring their own lock at the time of taking possession of room. They are not allowed to give their room keys to any unauthorized person.
- VIII. The Hostel residents are instructed not to entertain any guest (s) otherwise his/her admission to the hostel will be cancelled with immediate effect.
- IX. A student should pay all his/her dues and obtain a No-Objection Certificate from the hostel office before vacating the hostel.
- X. Students must look up the Hostel Notice Board regularly for notifications.

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- XI. Each Student of the hostel shall be responsible for the cleanliness and good order of the room allotted to him/ her as well as the Hostel premises (corridors, toilets, garden etc).
 - XII. The Provost or any authorized member of the Hostel can inspect the room of any student in the hostel at any time.
 - XIII. Students must always carry their Identity Cards with themselves. Hostel residents are supposed to present the same to the hostel or University authority whenever asked for.
 - XIV. Any student found forging parents/authorized guardians' signature, will be expelled from the hostel.
 - XV. Every student should stay in the room allotted to him/her. Mutual exchange of rooms after final allotment is not allowed. However, only the Provost may allow as a special case on valid and reasonable ground. Violation of this rule will be considered an act of gross misconduct and entail appropriate disciplinary action including expulsion from Hostel.
 - XVI. Students, in their own interest, are advised not to keep excess cash or any valuables in their hostel rooms. They are cautioned to be very careful about safety of their belongings. They should close their rooms securely when they leave the room even for short periods or when they are sleeping. Hostel Administration shall not be responsible for the loss of such items due to theft or otherwise. However, in the case of theft, the matter should be immediately reported to the concerned authority.
 - XVII. Lights must be switched off when not in use. The use of Induction Cooktop, Electric Kettle, electric heater, electric rod, and other similar appliances are prohibited. Electricity and Water should not be wasted. Students may be fined for not following above rules.
 - XVIII. Students shall not bring, take, sell/or drink any alcohol/ intoxicating drink, drug or substance of any kind what so ever and/or smoke in the room and/or any part of premises. The same shall apply to visitors also. An occurrence of such behavior shall invite strict disciplinary action leading to rustication from the hostel.
 - XIX. Every student residing in the hostel must join the mess attached to that hostel. They are not allowed to cook anything in their rooms.
 - XX. Only authorized male visitors are allowed to enter the Girls' Hostel with the permission of respective hostel Provost.
 - XXI. For any kind of celebration prior written permission shall be taken from authority and it shall be held in a common area. No outside guest or interference of any kind will be allowed. Also no loud music or noise disturbing others is allowed. (For example High Volume speakers/DJ etc.)
 - XXII. No student should keep any fire-arms, lethal weapons, poisonous things or intoxicants of any kind in the Hostel. Keeping pets is also prohibited.
 - XXIII. Students must not take law into their own hands, but must report all disputes to the hostel Provost.
 - XXIV. All kinds of shouting, fighting, gambling, stealing, violence, knocking, maltreating or abusing are strictly prohibited. In such cases offender will be handed over to Police immediately.
 - XXV. Male students are strictly forbidden from entering the Girls' Hostel and female students from entering Boy's Hostel.
 - XXVI. Resident students are not permitted to invite any outside person to address any meeting in the hostel without written permission from the Authorities.

- XXVII. No Students shall be allowed to remain outside the hostel after 7:00 pm/ Winter and 7:30 pm/ Summer, in Girl's hostel. While 10:00 pm/Winter and 10:30 pm/ Summer, in Boy's hostel. Disciplinary action will be taken by Hostel authorities against the students who violate the rule.
- XXVIII. In case of need for hospitalization, student should immediately inform to Hostel Provost/DSW and also to his/her local guardian. Parents / guardian are required to communicate to the concerned Hostel Provost in this regard.
- XXIX. Generally guest shall not be allowed. In case of any Emergency, female guest in girls Hostel can stay with the permission of the Chief Provost. Rs. 200 per day as a guest fee shall be charged exclusive of the Mess fee.
- XXX. All the resident students of the Hostel shall keep their vehicles at the designated place outside the Hostel. And will also have to deposit a copy of vehicle registration certificate and license in Hostel office.
- XXXI. Only those Disable students who cannot reach their rooms in Hostel without their tricycle or four wheeler scooter, shall be allowed to bring above vehicle in the Hostel.

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