Ivy Living Hostel – Terms & Conditions

1. **Eligibility:** Admission is available exclusively to full-time students of the respective university or college with which the hostel is affiliated. Preference will be given to outstation students. Students must be accompanied by their parent/guardian at the time of admission.

2. **Application Process:** Admission, room selection, fee payment, and form submission shall be completed through the Student Portal.

3. **Booking Refund:** The booking amount is refundable only in cases of confirmed college admission cancellation. Only the accommodation portion will be refunded on a prorated basis according to the number of days stayed. Admission and maintenance fees are non-refundable.

4. **Caution Deposit:** The caution deposit is refundable only upon completion of the academic year, subject to clearance and applicable deductions. Refunds will be processed via bank transfer.

5. **Fee Payment:** Hostel fees must be paid in full before occupying the premises. Entry will not be permitted without payment confirmation.

6. **Damages:** Any damage or loss of hostel property will be recovered from the responsible student or adjusted against the caution deposit.

7. **Conduct & Discipline:** Residents must maintain cleanliness, discipline, mutual respect, and decorum at all times within the hostel premises. Any misconduct or disturbance will invite disciplinary action.

8. **Curfew & Attendance:** All residents must return to the hostel and remain in their respective rooms before the prescribed curfew time (09:00 PM). Wardens will conduct physical attendance after curfew, and every student must be present in their allotted room during attendance. Students are strictly prohibited from entering or visiting other rooms after curfew under any circumstances. Any request for late return or overnight stay outside the hostel must receive prior approval from the warden and be supported by parental consent.

9. **Anti-Ragging Policy:** The hostel follows a strict Zero-Tolerance Policy towards ragging. Any student found involved in ragging or related misconduct will face strict disciplinary action as per institutional rules and may face expulsion.

10. **Health & Medical Support:** Students must inform the warden in case of illness or medical emergencies. Necessary assistance and medical support will be arranged.

11. **Outside Engagements:** Students are not permitted to enroll in part-time courses or undertake employment extending beyond curfew hours.

12. **Leave Policy:** Students planning to travel home or stay away must submit a leave request through the Student Portal. Parents/guardians must confirm the leave or late return from their registered mobile number during office hours.

13. **Prohibited Activities:** Smoking, alcohol consumption, drug use, ragging, abusive behaviour, and any form of misconduct are strictly prohibited and may result in immediate termination of hostel accommodation.

14. **Visitors:** Visitors are allowed only in designated areas during approved visiting hours.

15. **Dining & Electrical Appliances:** Meals will be served as per the fixed schedule in the dining area. Cooking or use of electrical appliances such as kettles, heaters, or induction stoves inside rooms is prohibited. Use of an iron box is permitted.

16. **Wi-Fi Usage:** Wi-Fi facility is limited and available only in designated common areas. Students must use the internet responsibly and ethically.

17. **Food Deliveries:** Food deliveries are permitted only within designated time limits and subject to security verification.

18. **Mess Fee Policy:** Mess fee deductions are applicable only when the college officially declares holidays exceeding 15 consecutive days within the current month. No other exemptions or deductions will be granted.

19. **Personal Belongings:** Residents are responsible for safeguarding their personal belongings. Cupboards must remain locked. Management will not be responsible for any loss or theft.

20. **Policy Revisions:** Management reserves the right to amend hostel rules, fees, and policies as deemed necessary.

21. **Compliance & Violations:** All residents must adhere to hostel notices, circulars, and instructions issued by management. Any violation of these terms may be reported to college authorities and may result in suspension or termination of hostel accommodation.

22. **Room Inspection Rights:** The hostel management and wardens reserve the right to inspect student rooms whenever necessary to ensure cleanliness, safety, security, and compliance with hostel rules. Such inspections may be conducted periodically or whenever required for administrative or safety reasons.

23. **Fines for Hostel Rule Violations:** Students who violate hostel rules, regulations, or instructions issued by the management may be subject to fines or other disciplinary action, depending on the nature and severity of the violation. Any applicable fine will be communicated to the student and must be paid within the stipulated period. Repeated or serious violations may result in further disciplinary action, including termination of hostel accommodation.