

INDIAN INSTITUTE OF SCIENCE  
EDUCATION AND RESEARCH  
THIRUVANANTHAPURAM

*An autonomous institution under the  
Ministry of Human Resource Development, Government of India*



HOSTEL REGULATIONS

*2020-21*

*[www.iisertvm.ac.in](http://www.iisertvm.ac.in)*



## **HOSTEL REGULATIONS**

IISER-TVM being a residential Institute, all students are expected to reside in the Institute hostel throughout their course.

1. Students in second year onwards are allowed to go out of the campus after making an entry at the hostel and main gate. They are supposed to be back in campus by 10:00 PM.
2. First year, BSMS students must return to their respective hall of residences by 10:00 PM. Students CAN NOT leave the hostels after 10:00 PM. Parents of the defaulters shall be contacted and the local police might be informed in case such activities happen without prior permission of the warden.
3. Leaving the hostel for a day or longer need prior permission from the authority. Students are required to fill up the leave application form available at the Academic Office and get it signed by the appropriate authority. The form should be submitted to the Academic Office with a copy to the concerned caretaker/security of the hostel.
4. Students should always enter In/Out entry in the log book kept with Security Personnel of the respective hostels.
5. Students are required to carry their valid Identity Card issued to them by the Institute all the time.
6. Permanent address including the phone numbers of the parent(s)/guardian has to be given to the Warden/Caretaker of the hostel. Also the address has to be updated whenever there is a change due to shifting/change of phone number of the parents etc in the register at the caretaker/security desk.
7. Any kind of loud noise in the rooms, corridors and premises of the hostel, especially during night, is prohibited.
8. Students are required to keep the respective rooms clean and the hostel premises tidy.
9. Students will be responsible for the safe keeping of their personal belongings in the event of loss of any personal property of a student due to theft, fire or any other cause. Institute shall accept no responsibility and shall not be liable for payment of any compensation.

10. Students are required to take utmost care of the hostel furniture, TV, washing machines, building structure, electrical fittings etc.
11. Students should strictly avoid getting into arguments with fellow hostel-lites and security personnel /caretaker of the hostel.
12. Cooking inside the rooms is strictly prohibited.
13. Students are not allowed to take food and utensils from the mess to the hostel.
14. Guests are not allowed in hostel rooms.
15. Please switch off all electrical equipment after usage, if found otherwise, a fine will be levied, including recovery of cost of electrical equipment/fitting/ appliances etc.
16. Students are not allowed to interchange rooms/ hostels without obtaining the appropriate approval.
17. Students suffering from contagious disease will not be allowed to stay at hostel. Students are not allowed to keep the pet animals in the hall of residence / Institute premises.
18. Anti-ragging regulations of the institute have to be strictly followed in the hostels too.
19. Bringing substances which are prohibited by the laws of both State and Central Governments (explosives, drugs, narcotics and other intoxicating substances) to the Hostel / Institute Premises is strictly prohibited and the guidelines and decision of the Antinarcotics cell / local administration will be binding on the students.
20. Use of drugs/alcoholic beverages/tobacco products/smoking in the hostels is strictly prohibited.
21. Students are not permitted to use Motorized vehicles inside the campus.
22. In case of any emergency (illness, accidents etc), contact the 24x7 hot-line number **0471-2778028 / 9446898159** or the Security Officer **0471-2778026** or the concerned warden.
23. All the BS-MS students have to vacate the hostel during the vacation time duly submitting the keys. If any student wants to stay back during the vacation, special permission has to be obtained from the competent authority in advance.

24. PhD students have to vacate the hostel immediately after the submission of their PhD thesis, duly submitting the No Dues.
25. The Disciplinary Procedure, Code of Conduct and Disciplinary Actions, for violating the hostel regulations, will be as laid down in the Guide Book of regulations of the BSMS/PhD programmes (as applicable).

Violation of any of the above rules shall make the student liable to disciplinary action by the Institute.

### **Detailed Regulations for the Students:**

1. Students are not allowed to go outside the campus, before 5 am and after 8:30 PM. They need to come back to the institute before 10:00 PM.
2. Students planning to go to the city during allowed hours are strongly advised to take the institute shuttle service (if any, till Vithura Bus stand). They need to make entries in the In & Out registers kept at the hostels and at the main gate.
3. Prior permission from the competent authorities is required to go out of the campus after the allowed period. If any student wishes to be away from the hostel during holidays or any other time, he / she has to take prior permission from the Resident Warden or Associate Dean Student Affairs.
4. If this channel of information cannot be established during emergency at late nights/odd hours, Assistant Security Officer can permit the students after looking into the genuineness/urgency of the cause carefully.
5. Since 1st year BS-MS students are new to the institute and Thiruvananthapuram and most of them are minors, their parents consent is needed if they want to go out of the campus. They also need parent consent to apply for leave.
6. Leave application forms are available in the academic office. Leave applications should be submitted at least two working days in advance to the academic office, and a copy of the approved leave form to be submitted to the hostel caretaker/Security duly entering in the hostel register.
7. It is the responsibility of individual students to upkeep his / her room, Hostel and its environment.
8. Students are required to be conscious of the environment in which they live by keeping it clean, healthy and presentable. Ours being a plastic free campus, students should not throw litter indiscriminately and should not use and throw plastic items.
9. Students should co-operate in carrying out maintenance works and vacate their rooms completely when the maintenance section requires the rooms for this purpose. On such occasions, student shall be provided

alternate accommodation.

10. The resident shall not move any furniture from its proper allotted place and also not damage it in any way.
11. The resident of a room is responsible for any damage to the property in the room during his / her occupancy and is liable to pay for the damage.
12. Fine of Rs. 500/- has to be paid for losing Room Keys.
13. In case of damage to any part of the hostel buildings, furniture, apparatus or other property of the institute, caused by inmates of the hostel, the loss shall be recovered from the persons identified as responsible for such damage. However, if the persons causing damage cannot be identified, the cost of repairing the same as may be assessed will be distributed equally amongst all the inmates of the hostel or group of inmates of the hostel found responsible for the damage.
14. No guests are allowed in the hostel. Students found keeping guests without proper approval will be heavily penalized.
15. Students shall not paste any poster/picture, Vandalise etc. on the walls, doors, windows and shelves. A fine amount proportional to the damage caused shall be levied by the Warden/Competent authority.
16. Smoking, consumption/possession of alcoholic drinks and narcotic drugs in the hall of residence premises are strictly prohibited. Student shall not enter the hostel premises in intoxicated state and should not possess such materials. Severe action (such as expulsion from hostel, rustication from the Institute etc.) will be taken if any resident is found violating this.
17. Student should not indulge in practices/activities, which may endanger their own personal safety as well as others.
18. Students are duty bound to report to the Warden/Assistant Warden in case they notice of any unwanted incidents or undesirable activity going on in the hostel or in the campus.
19. Students should not arrange any function or meeting within the hostel or within the Institute campus without specific permission of the Dean, Students Affairs.
20. The residents of the hostel are responsible for the safe - keeping of their personal belongings. They are advised to keep under lock all valuable

items such as Laptop, Mobile Phone etc. Please lock the room when you are out even for a short period.

21. Irresponsible disposal of food items outside the hostel room will attract animals and insects and is not encouraged.
22. Use of motorcycles and scooters are not at all permitted in the campus. The use of bicycle is strongly encouraged.
23. BS-MS students are not allowed to stay in the hostel during summer or winter vacations unless they are officially registered for a research/summer program at IISER TVM.
24. BS-MS Students who wish to stay during their makeup examinations/Remedial Classes should apply for their Hostel stay online on the day of announcement of the results and get the approval from the competent authority.
25. While going on a vacation/leave, students are required to remove their possessions from the room and keep them in a common store room assigned for the purpose and to hand over the key of the room to the security personnel/Caretaker staff duly entering in the register.
26. BS-MS students have to vacate the hostel immediately after their final examinations and PhD students have to vacate the hostel immediately after the thesis submission, duly submitting the No Dues.
27. Storage and use of inflammable materials in hostel rooms is banned.
28. All cases of infectious/contagious illness should be reported to the Medical Officer of the institute through concerned asst. warden/warden.
29. Any student withdrawing from the hostel will hand over the possession of room/key to caretaker and seek No Dues certificate from the concerned authorities.
30. Every student should stay in the room allotted to him/her. Mutual exchange of rooms after final allotment is not allowed without obtaining the appropriate approval.
31. Hostel inmates must look up the hostel notice board regularly. The Warden or competent authority of the Institute can inspect the room of any student in the hostel at any time.
32. Students are not allowed to play outdoor games such as cricket, football, volleyball, badminton etc. in the inter lawn/Corridors/Balconies/w-



- ings, galleries or any other place in the premises of the hostel.
33. Students are advised to report in-writing regarding any civil and electrical maintenance problem in the register available at security personnel/caretakers desk or by e-mail to cm@iisertvm.ac.in (civil maintenance) and em@iisertvm.ac.in (electrical maintenance).
  34. For the safety and security, students are strictly advised not to climb the rocks/mountains, not to go to rivers/water falls (be careful about the flash flood), and not to go into jungles/bushes.
  35. Students must make entry in the In/Out Register kept at the care takers desk in their respective hostel. Students are not allowed to go to the terrace or roof top of the hostel.
  36. Every student must be acquainted with all the rules and regulations of the Hostel. He/she must observe them strictly. Ignorance of rules will not be considered as an excuse.
  37. No religious activities are allowed inside the campus except in some specified areas with prior permission from the Dean Student Affairs.
  38. Being a residential campus, it is mandatory for all the hostel inmates (BS-MS, IPhD, and PhD students) to dine in the student mess, duly paying the mess fee.

### **For Visitors**

1. Visitors have to enter their details at the security desk of the main gate and a visitor pass will be issued to them.
2. Visitors are allowed only during the period 7:00 AM to 8:30 PM.
3. Visitors can wait in the Lobby of the hostels. Visitors are not allowed inside the hostels.
4. Visitors may park their vehicles at the main gate.

**Violation of the above, will be considered an act of gross misconduct and entail appropriate disciplinary action.**