

## **ACHARYA NAGARJUNA UNIVERSITY**

### **Ordinance on Hostels established and maintained by the University and Recognition of Hostels maintained by the Affiliated Colleges.**

This Ordinance is made by the Executive Council of Acharya Nagarjuna University in accordance with Section 19 (21), (22), (36) and Section 53 (c) and (d) of the A.P. Universities Act, 1991 (The Act).

1. "Hostel" means, a unit of residence for students of the University maintained or recognized by the University (Section 2(11) of the Act).
2. There shall be separate hostels for men and women students maintained by the University within the University campus.
3. The students admitted to the various courses of study in the University college(s) shall be eligible to seek admission into these hostels.
4. Hostel accommodation is limited to and will be allotted to the students as per the rules of reservation and also following the order of preference given below:
  - (1) Students from outside the Country
  - (2) Students from outside the State
  - (3) Students from outside the A.N.U. area.
  - (4) Students who are residents of places beyond 25 kms from the University.
5. All the inmates shall be provided with identity cards which they are expected to carry with them.
6. All the inmates shall have to pay the prescribed charges for admission, establishment, caution deposit etc., at the time of admission itself.

7. The inmates are required to pay mess bills which include charges for electricity, water and charges for such other services rendered by the University.
8. Students who are not admitted into University hostels shall not be permitted to stay in the hostels. Unauthorized stay in the hostels will be considered as a serious misconduct on the part of the student/s.
9. Under circumstances warranting the closure of University hostels, the University Administration shall have the power to close the hostels without any notice and in such cases it shall not be binding on the University administration for making alternative arrangements either for food or accommodation.
10. All the inmates shall vacate the rooms by handing over keys within 24 hours after the last examination of the academic year they are required to appear for.
11. The mess shall be closed during summer vacation and other short vacations and inmates who are required to appear for any examination after the closure of the mess will be permitted to stay in the hostel till the last day of the examination he/she is required to appear for and during that period the inmates shall have to make their own arrangements for food.
12. During summer vacation the hostels shall be handed over to the University Engineer for attending to repairs, white wash, etc.
13. The inmates shall be required to clear all the dues to the hostel well before the commencement of Semester/ Year-end examinations.
14. (i) The inmates are required to maintain absolute discipline in the hostels and for this purpose inmates are required to adhere to the conduct rules as prescribed by the hostel administration from time to time.

(ii) The inmates found violating any of these rules shall be liable for disciplinary action.

(iii) Inmates who fail to clear the Hostel dues in time or violate the instructions or conduct rules shall not be eligible to continue in the hostel for the remaining period of study.

15. The Hostel Administration shall make sure that the following facilities are made available in the hostels:

- (1) Reading Rooms.
- (2) TV sets
- (3) Incoming Telephone facility.
- (4) Dining Halls with seating facilities.
- (5) News papers.
- (6) Water coolers
- (7) Ambulance facilities for emergencies.

16. HOSTEL MANAGEMENT:

- (1) The Principal(s) of the University college(s) shall be the over all in charge of the University Hostels.
- (2) The Vice-Chancellor is empowered to appoint Chief Wardens and Wardens for the University Hostels in consultation with the Principal(s) of the University College/s.
- (3) The Chief Warden shall be responsible for the smooth and peaceful functioning of the hostel/hostels with the assistance of Wardens.
- (4) The employees in the Hostel Office and other employees working in the Hostels shall discharge their duties under the supervision of the Chief Warden.
- (5) The Chief Warden shall monitor and supervise the day to day functioning of the mess, stores, issues and accounts relating to receipts and payments.
- (6) The Chief Warden shall arrange for issue of no-dues certificate to the inmates and staff after due verification.

- (7) All the provisions including vegetables, milk, gas, etc., shall be purchased based on the recommendations of the Hostel Advisory Committee.
- (8) The Chief Warden is authorized to purchase and make payments upto a value of Rs.5000/- and for any purchase or payment in excess of Rs.5,000/- he/she is required to obtain permission from the Principal.
- (9) The Chief Warden shall ensure that the hostel mess is run on no-profit and no-loss basis and mess bills shall have to be notified to the inmates every month.
- (10) There shall be student participation in the management of hostels. The following student committees shall be constituted by the Chief Warden.
- (i) Purchase Committee.
  - (ii) Menu Fixation Committee.
  - (iii) Hostel Maintenance Committee.
- (11) There shall be a Hostel Advisory Committee to be constituted by the Vice-Chancellor to formulate guidelines and advise the University administration for the smooth functioning of the University hostels.
- (12) Recognition of the Hostels maintained by the Affiliated Colleges:
- (1) The Vice-Chancellor shall appoint an Inspection Commission to inspect and report on the fulfillment of the above conditions.

The University shall have power to recognize the hostels established and maintained by the managements of affiliated colleges subject to fulfillment of the following conditions.

- (i) Suitability of buildings.
- (ii) Adequacy of accommodation
- (iii) Suitability of the neighborhood.

- (iv) Academic supervision.
  - (v) Sanitary conditions
  - (vi) Medical help
  - (vii) Provision for games/sports.
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- (2) The Vice-Chancellor shall appoint an Inspection Commission to inspect and report on the fulfillment of the above conditions.
  - (3) The Vice-Chancellor shall grant recognition to such hostels based on the recommendations of the Inspection Commission.
  - (4) The Vice-Chancellor shall have power to suspend or withdraw the recognition of any hostel for sufficient reason and after giving an opportunity of hearing to the management of the college.
  - (5) The recognized hostels shall have to pay the recognition fee as prescribed by the Executive Council.
  - (6) The Executive Council shall have the power to grant permanent recognition to any attached hostel managed by affiliated colleges based on the guidelines formulated by it/ recommendations of the inspection commission appointed for the purpose.