

NATIONAL INSTITUTE OF FASHION TECHNOLOGY, HYDERABAD

Hostel Rules and Regulations

Allotment of Rooms:

Hostel accommodation is allotted purely at the discretion of the NIFT management and upon the condition that the student agrees to abide by all the rules and regulations of the hostel.

The management has authority to refuse hostel facility without assigning any reason or remove a resident from the hostel at any time on disciplinary grounds.

Students may also be required to vacate their rooms at short notice in case of disciplinary issues. Students may also be directed to shift to alternate accommodation at short notice due to administrative reasons.

Ragging in any form is banned inside and outside the campus. Serious action will be taken against the students violating the rule. Suspension or withdrawal from the hostel/ college is one of the actions taken as per the guidelines issued from time to time by Ministry of HRD, Government of India.

Rules and Regulations:

1. The hostel fee should be paid at the time of hostel registration/ admission at the center.
2. Every attempt will be made to provide hostel accommodation to all the girl students. Preference is given to 1st semester students, and the room allotted at the time of admission is only for one academic year.
3. Students must occupy rooms specifically allotted to them and swapping / change of rooms will not be entertained.
4. The hostel timings will be strictly adhered to by all the hostlers. No student will be permitted to go out after 8.00 p.m and all are required to return to the hostel by 10.00 p.m. The main gate will be closed by 10.00 p.m.
5. The students coming late beyond 10.00 p.m. will be dealt with as under:
 - i) A strict warning will be given for the first time
 - ii) A fine of Rs.1000 will be charged for the second time; and
 - iii) For the third time, the students will be expelled from the hostel.
6. Students are required to show their ID card at the main gate both, while going out and coming back.

7. Students who wish to go out for any reason such as, night/late journey, etc. must take prior permission from the Warden. No students should stay away from her room during the night except with prior permission of the warden and their parents.
8. Roll call will be conducted around 10.15 pm, at which time; students are advised to be present in their rooms for taking the attendance.
9. When a student of the hostel wishes to leave the hostel/ station on vacation for holidays etc. the following steps need to be ensured:
 - i) Prior permission is required from parents and warden.
 - ii) It is mandatory in all such absences to record departure/return date and time and place to which are going along with the postal address and telephone/mobile number.
10. Once the student vacates the hostel due to disciplinary action, she will not be re-allotted accommodation.
11. All visitors including parents/ guardians will be entertained only in the reception. A visitors' pass will be obtained from the warden, well in advance by the concerned students.
12. Entry of males is strictly forbidden inside girls' hostel except NIFT official on duty with valid passes accompanied by a Lady guard. NIFT authorities may enter any room for verification at any time during the day or night.
13. The students who wish to vacate the hostel must meet the Warden for necessary formalities and required documentation.
14. Refund of Refundable Hostel Security Deposit: Hostel fee security deposits paid at the time of admission is refundable on vacating the hostel room. This is done on production of prescribed 'No Dues certificate' from the hostel warden along with original security deposit paid challan/receipt. The student should claim the refundable security deposit within six months from the date of vacating the hostel. The application for refund of deposit received after six months will not be considered and the SD will be forfeited.
15. All the instructions/notices displayed on notice boards will be deemed to have been read by all residents and excuses for non-compliance of such instruction and notices will not be accepted. Residents are advised to look at the notice board/website every day to acquaint themselves with latest information/orders.
16. All hostel inmates must report any problems concerning their room-mate/neighbor(s) to the Warden. In case their room-mate is absent from the room or is sick/ admitted in the hospital or is in any kind of physical/mental trouble or is indulging in any bad practices the same must be immediately brought to the notice of the Warden.

17. Anything which interferes with student's studies must be avoided at all times. 'Silence Hours' will be observed from 10.00 p.m. to 6.00 a.m. on all days. No noise of any sort will be permitted during the 'silence hours'. Serious action will be taken for the violation of this rule by any student.

18. Substance abuse, consumption of alcohol, smoking or chewing of tobacco and other related products are strictly banned in the hostels and in the NIFT Campus. Those violating this rule will be initiated for disciplinary action.

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20. Partying in the rooms on birthdays, etc. in the hostel is not permitted, Playing of outdoor games in the hostel corridors is not permitted.

21. Residents of the hostel are not permitted to convene meeting of any sort in the Hostel premises without prior permission of the warden.

SAFETY MEASURES:-

22. Fire hazards and safety: Candles and incense sticks, which are a fire hazard, are not permitted in the hostel. Combustible materials such as gasoline, paint thinner and oil lamps are not permitted in the hostels. Burning/bursting of crackers, carrying of crackers to the rooms and lighting of lamps/ candles are banned strictly in and around the hostel premises throughout the year. Residents must switch off all lights and fans, and electrical appliances including mosquito repelling machines, if any, before leaving their rooms. This is necessary to avoid any inadvertent fire.

23. In case of Fire : The inmates must raise an alarm and call the hostel warden. They should also alert the NIFT Security guards, warden and NIFT authorities.

24. The electric points provided in each room are to be used for connecting table lamps, mobile and laptop charging. Use of any domestic electric appliance etc. is not permitted. Inmates must bring to the notice of the Warden of any failures/breakdown in the electric supply and no one should attempt to repair the defects in the distribution system as the electrician is available in the campus round the clock to attend to any defect in the electric system or fittings. While leaving the room, the occupants must take care to see that the fan and lights are switched off to save the power.

25. The students are advised not to keep heavy cash/ valuables in the room. The resident is responsible for the safety of her items inside the rooms. Giving the room keys to any person in good faith is at their own risk. The management will not take any responsibility for any loss of such costly articles/money including ATM/Debit Cards.

26. Any student damaging the hostel property will be fined to the actuals and disciplinary action will be taken. Students are not permitted to re-paint or do any alteration of any nature in the hostel.

27. The rooms and surroundings must be kept clean. The service of the cleaners must be availed to ensure that the rooms are swept and toilets cleaned while the residents are in the room.

28. In order to maintain hygienic condition inside the washroom, all sanitary wastes should be properly wrapped and disposed only in the bins provided and do not flush the wastes in the western commodes.

29. Water is an essential but scarce commodity. All residents are requested to use water judiciously and preserve it. Leakage etc. in the bathrooms should be immediately reported to hostel warden.

30. Day scholars are not allowed to stay in the hostel rooms without prior permission of the hostel warden.

31. The Warden is available round-the-clock on telephone, and may be contacted in case of any emergency.

Place: Hyderabad

Date:



UNDERTAKING BY THE HOSTEL STUDENT

I, of (Dept.) of Semester, of Room No. read and understood the rules and regulations of the hostel. I hereby undertake that I will abide by the rules and regulations during my stay at NIFT, Hyderabad hostel. Further I undertake that in case of any violation of rules by me, the management may take disciplinary action against me.

Place: HYDERABAD

Date:

Signature:

Mobile No.:

Email ID:

Dear Sir / Madam,

Sub: - Procedure for providing Girls Hostel Accommodation at NIFT, Hyderabad is as follows:

You are requested to submit the following documents for providing the hostel accommodation at NIFT Girls Hostel, Hyderabad

- (1) Request letter for hostel accommodation along with contact number and email id,
- (2) Hostel Application Form duly filled-in and signed along with photographs
- (3) Copy of Admission Receipt
- (4) Copy of the Demand Draft for Rs.43,000/- drawn in favour of NIFT, Hyderabad payable at Hyderabad.

The documents should be sent initially through email after scanning the above relevant documents and later you may submit the original documents at the time of reporting.

Seat allotment will be done on first cum first serve basis, depending on the vacancies available. First preference will be given to the outstation students only.

If any seats are left vacant after allotment to outstation students, then the hostel accommodation will be provided to local students.

The rooms once allotted will not be changed, under any circumstances.

CHECK LIST:

- Request letter
- Hostel Application (Request) Form:-
- Admission Receipt
- Copy of DD of Rs.43,000/- drawn in favour of NIFT, Hyderabad payable at Hyderabad.

Hostel will be allotted only on submission of the above checklist.

If already sent as per the above check list kindly ignore.

Email ID: hostel.hyderabad@nift.ac.in

For further details, you may refer our web site "www.nift.ac.in/hyderabad – hostel information"

Asst. Director

Encl: Hostel application form



Form No: _____

National Institute of Fashion Technology
(Ministry of Textiles, Govt. of India)
Opp. Hitech City, Madhapur, Cyberabad,
Hyderabad-500081
Ph : 040-23110629 (D); 23110841, 42
Email : hostel.hyderabad@nift.ac.in ;
www.nift.ac.in/hyderabad

Recent Passport
size photograph
of the student

Hostel Application Form

To
The Director
NIFT, Hyderabad

1. Name of the Student:- _____
(In capital letter) (First Name) (Middle Name) (Last Name)

2. Unique ID No

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3. Date of Birth DD/MM/YYYY:- _____

4. Name of Course/ Program:- _____

5. Batch:- _____

6. Semester:- _____

7. Category:-

GEN	SC	ST	OBC	PHP

Tick Mark(V) in appropriate box)

8. Mode of Admission :Regular Student/NRI Student:- _____

9. Telephone:- _____ Mobile number:-1
(With STD code) 2.

10. Student E-mail ID:- (1) _____

(2) _____

11. Father's Name:- _____
12. Residence Address _____
Pin:- _____
13. Father's Office Address:- _____
Pin :- _____
14. Telephone:-(R) _____ Mobil no, _____
(With STD code)
18. E-mail ID:-(Father) _____
19. Mother's Name:- _____
15. Residence Address _____
Pin:- _____
16. Mother's Office Address:- _____
Pin :- _____
17. Telephone:-(R) _____ Mobil no, _____
(With STD code)
18. E-mail ID:-(Mother) _____
19. **Local Guardian's Name at Hyderabad :-** _____
20. Residence Address _____
Pin:- _____
21. Local Guardian's Office Address _____
Pin :- _____
22. Telephone:-(R) _____ Mobil no, _____
(With STD code)
23. E-mail ID:-(Local Guardian's) _____
24. Any illness/ Health Problem/ Medical complaints/ Mental/ Physical/ Skin disease ?
Yes/No Blood Group : _____

S.N.	Name & type of Diseases	Duration of Diseases	Care required	Remarks

25. **Hostel Fee details:-** (Please see Fee order before fill the below table)

Particular	Amount in Rs.
Hostel Fee(Annual)	25,000.00
Security Deposit Hostel(Refundable)	2,500.00
Security Deposit Hostel(Non-Refundable)	2,500.00
Electricity Charges(Annual)	8,000.00
Service Charges(Annual)	5,000.00
Mess Charges (Per semester)	As per Actual
Total Fee Amount in Rs.	43,000.00

26. **Bank details**

Name of Bank	
D.D. No	
Payable at (place)	
Amount Rs.(in figure)	
Amount Rs.(In words)	

Recent
Passport size
photograph of
Father

Recent
Passport size
photograph of
Mother

Recent
Passport size
photograph of
Local Guardian

27. DECLARATION:-

I hereby affirm that the statement made and information furnished by me in the Hostel Application Form is true and correct , further I undertake , if admitted, abide by the NIFT Hostel Resident Rules. Final decision for grant of admission to the hostel will be bound to me as decided by Competent Authority of NIFT.

I clearly understand that allotment of rooms to students and mode of occupancy is not a matter of right. I clearly understand NIFT will make all efforts to provide emergency medical care but the Institute can't be held responsible for any eventuality. I clearly understand that I am responsible for seeking Medical/Clinical advice for all my ailments, disease, infection from campus doctor or outside and take necessary care and take medicines/treatment. I clearly understand that I have seen & read NIFT hostel Resident Rules and any in case of non-compliance by me, the institute has right to expel me from the Hostel without any notice in writing. NIFT will not be responsible for any illegal and unauthorized activity attempted by student.

Date:

Place:

Signature of Student

Signature of Father: _____

Mother: _____

Local Guardian at Hyd:_____

Encl : 1) Admission Receipt Copy

2) DD copy

3) Hostel application request

National Institute of Fashion Technology, Hyderabad

NOTE ON NIH-HYDERABAD HOSTEL

Information for Incoming Students

Campus Location:

NIFT Campus: Opp. Hitech City, Cyberabad, Madhapur, Hyderabad – 500 081, Telangana.

By Rail:

From Kachiguda Railway Station (Located at about 25 KM from NIFT Campus) Fare : Taxi – Approximately Rs. 600/- and Auto – Approximately Rs.300/- & by City Bus, the City Bus is available from Koti Bus Stop which is about 3 KM from Kachiguda Railway Station – Route Nos. 127K, 127H, 127D/K from Kot6i Bus stop.

From Secunderabad Railway Station: (Located at about 17 KM from NIFT Campus) Fare : Approximately Rs.500/- and Auto Approximately Rs.350/-. City Bus is available from Secunderabad to NIFT Campus – Route Nos. 10H.

By Air:

From Rajiv Gandhi International Airport, Shamshabad (located at about 36 KM from NIFT Campus) Fare : By Radio Cabs Rs.15/- per KM. By Aero Express Bus (AC Bus) Rs.250/- available every hour from Airport (Alighting Point Shilparamam Bus Stop.)

By Road:

From MGBS (central Bus Station) located about 18 KM from NIFT Campus. Also alighting points available at Ameerpet, Kukatpally, Miyapur which are nearby to NIFT Campus.

Metro Train:

Metro Train from Secunderabad to Hitech City and L.B.Nagar to Ameerpet, Ameerpet to Hitech City.

Hostel fee payment for the academic year 2019-20(one year)

The Annual charges of the Hostel Fee of Rs.43,000/- are to be deposited at the time of registration at NIFT, Hyderabad Centre either by DD or challan only. In case of DD, the same may be drawn in favour of 'NIFT' payable at Hyderabad.

The Hostel fee includes Security (Refundable & Non-refundable), Electricity, Service (relates to Housekeeping, Security, etc.)

Hostel Accommodation (only for girls) and facilities provided:

- The Hostel facility is available for only girl students (Twin sharing basis) and 120 number of seats are available.
- Allotment of rooms will be strictly on first-cum-first-service basis. Students should strictly adhere to the NIFT rules and regulations.

- For reserving the seat in hostel, please send scanned copy of the DD along with hostel application form(available at NIFT Website) to the Warden's email ID hostel.hyderabad@nift.ac.in and ad.hyderabad@nift.ac.in for confirmation.
- Semi-furnished rooms including cot, study table, chair, inbuilt shelves with wardrobes shutters are provided.
- Students are required to procure own mattress, pillow, bed sheets and other necessary items like plastic bucket, mug, etc. on your own.
- Stationary shop is provided within the campus.
- Doctor will be available in campus on all working days during specified timings.
- Student Psychologist will also be available on campus to counsel the students.
- Health Insurance card will be issued to every student where they can utilize the medical emergency services.
- Sports facilities including tennis court, basket-ball court, throw ball court, volley ball court, cricket, Table Tennis is available for all students.
- Air-conditioned GYM facility is available for the students as per specified timings for both boys and girls.
- 24 hours campus WIFI is available.
- 24 hours security & Surveillance facility is available.
- Canteen facility is available within the campus for all the students.
- House-keeping services are available within the specified timings.
- To ensure decorum, biometric system is installed at the Hostel gates to register the movement of students thereby ensuring safety and discipline.

Hostel accommodation is not provided for boys. The boys should make their own arrangements for their stay at Hyderabad Centre. Few reasonable and finest PG accommodations are available nearer to the campus

Contact Persons for information:

1. Ms.P.Suguna, Hostel Warden – Mob. No. **6303 125 300**
Landline Tel. No. 040-2311 0629 –Board Nos.040-2311 841, 842 Extn:**300**
Email: hostel.hyderabad@nift.ac.in.
2. Ms.Vijayalakshmi, Hostel Warden – Mob.No. **6303 139 405**

For further details you may please visit our webside : www.nift.ac.in/hyderabad