



राष्ट्रीय फैशन प्रौद्योगिकी संस्थान
पटना

National Institute of Fashion Technology, PATNA
(Ministry of Textiles, Government of India)

**GENERAL RULES FOR OBSERVANCE
BY
HOSTEL RESIDENTS (STUDENTS)**

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1 INTRODUCTION

1.1 Objective

1.1 The Hostel provides an ideal place for a disciplined, healthy and congenial atmosphere for peaceful stay and study. To the residents, it is a home away from home, hence they consider themselves to belong to one family and treat one another in friendly & courteous manner. The hostel is governed by a set of rules & regulations contained in this Manual, to be strictly followed by the hostel residents.

1.2 **Scope: All hostel residents of NIFT, Patna,**

2. HOSTEL MANAGEMENT

2.1 The following officers constitute the Hostel Management:

- a) The Campus Director
- b) The Joint Director
- c) The Asst. Director
- d) The Asst. Warden/ Warden (I/C)

2.2 Hostel is managed by an Asst. Warden/Warden (I/C)

2.3 The students can approach any of the above officers for help, guidance and grievance redressal. Representations to higher officers must be forwarded through proper channel.

3. ACCOMMODATION

3.1 Statutorily, hostel accommodation is available to all the students, only during working semester. Students will have no right to occupation of a room during vacation. But he/ she may be permitted to stay on request, if he / she is doing any course work /project work for which staying in the hostel is necessary and on prior approval of the concerned authority.

3.2 Hostel accommodation is available to students for a maximum length of stay according to the duration of the course or approval of the concerned authority.

4. CONDITIONS OF ALLOTMENT

4.1 At the time of admission of a student into the hostel and at the beginning of every year, each resident is required to submit a duly completed Form No 1 Hostel Application form.

The telephone number of the parent with STD code must be provided along with Local Guardian's address and phone number. Email of the parents (if available) should also be provided. Any change of address / telephone number of the parent /local guardian, at any point of time, has to be intimated to the hostel office in writing, at once. In addition to the above information, passport size photograph of the parents and the local guardian should be affixed on the form in the space provided.

4.2 The Hostel Management will generally provide minimum furniture and fittings for each room. At the time of allotment, students should fill up the Form No. 2 Room Allotment Slip provided in the annexure and make sure that all the furniture and fixtures are in proper order. If any discrepancy found, it should be immediately brought to the notice of the hostel management.

4.3 Requests for change of Room will not be considered except in special circumstances. Rooms once allotted to the student will not be changed. However, NIFT Management can change the rooms as per decisions of the Competent Authority.

4.4 If the status of any student changes during the period of stay in the hostel, he/she is required to inform the

Hostel Management immediately and should vacate the hostel if the Hostel Management finds that he/she is not eligible for hostel accommodation.

4.5 The students are entitled for accommodation in the hostel only if they are full time registered students. Accommodation will not be provided to any student whose registration is cancelled. Any student who is removed from the Rolls of institute will automatically cease to be a member / occupant of the hostel.

4.6 Before vacating the rooms, the students should fill up Form No. 3 Room Vacating Slip in triplicate. The installations including the fan should be handed over intact and in proper working condition, in addition to the furniture and fixtures.

5. CODE OF CONDUCT

5.1 Pets of any kind (Cat, Dog, Rats, birds etc.) are strictly not allowed in the Hostel. If anyone found keeping or holding pets, her name will be struck off from the hostel with immediate effect.

5.2 All residents are required to maintain standards of behavior expected from students of a prestigious National Institution. They are expected to behave courteously and fairly with everyone both inside and outside the campus.

5.3 All residents are required to carry their valid Identity Cards issued to them by the Institute.

5.4 The rooms, common areas and surroundings should be kept clean and hygienic.

5.5 Notices pasted on the Notice Board shall not be scribbled by anyone.

5.6 If any student wishes to be away from the hostel during the weekend and holidays or any other time (working days), her parents or authorized Local Guardian will have to fill up Form no.4 (Leave approval Form) to take prior permission from the Warden or respective Centre Coordinator by Hand/E-mail. NIFT residents are liable to be expelled from the hostel in case of submission of false, wrong or incomplete information in the application form or subsequently while seeking permission etc.

5.7 Rooms are allotted to each student on her personal responsibility. She should see to the upkeep of her room, hostel and its environment. Students should bring to the notice of the NIFT Office, through the Warden, for all routine maintenance works (Civil, Carpentry, and Electrical of any other) and or damage /breakage if any, to be carried out in their rooms.

5.8 Students should co-operate in carrying out maintenance work and vacate their rooms completely when the Hostel Management requires the rooms for this purpose. On such occasions, the management will try to provide alternate accommodation. If any maintenance work is to be carried out when the room is under occupation, it is the occupant's responsibility to make the room available for the same.

5.9 The institute's bandwidth should strictly be utilized for educational and/or knowledge sharing purpose, the students should not screen pirated /unauthorized / unlicensed movies in their computers and common rooms nor should they indulge into chatting and/or exchange of any other non relevant data. Any violation will be dealt severely. Penalty for the same will be decided by authorities.

5.10 The resident of a room shall be responsible for any damage to the property in the room during her occupancy of that room and will be required to make good the damage, if any, she is required to fill in the inventory of the furniture and other items available and hand over the furniture & other materials in good working condition when he/she changes/vacates the room / hostel.

5.11 In case of damage to or loss of hostel property the cost will be recovered from the students responsible for such damage or loss, if identified, or from all the students of the hostel, as decided by the Warden

and Administration Department.

5.12 The resident shall not move any furniture from its proper allotted place and also not damage them in anyway. If there are any additional items other than that above belonging to the hostel in a room, the occupant of the room shall hand over them to the Warden, failing which she will be charged a penal rent as decided by the Warden / Administration Department.

5.13 The resident shall not remove/change any fitting from any other room to her room.

5.14 The residents are required to sign Form No.7 Hostel Upkeep Undertaking form, a copy of which is given in the annexures. In case of any damage, the cost and a fine amount proportionate to the damage shall be levied and recovered from the resident(s) by the Hostel Management.

5.15 Ragging of students admitted to the Institute is totally banned. Any violation of this by the students(s) will be dealt with very severely. For details kindly go through the Anti – Ragging policy and regulations.

5.16 Ragging is a CRIMINAL & NON- BAILABLE offence is defined in legal parlance as, “display of noisy, disorderly conduct doing any acts which Causes or is likely to cause physical or psychological harm or raise apprehension or fear, shame or embarrassment to a student in any academic Institution and includes:-

“Teasing, abusing, of playing practical jokes on or causing hurt to such student, or Asking the student to do any act or perform something which such student will not in the ordinary course be willing to do”.

Excerpts from the Directions of Hon'ble Supreme Court of India in respect of curbing ragging in Educational Institutions

The Head of the institution (Campus Director/Jt. Director (Administration, etc should take immediate action on receipt of the recommendation of the Disciplinary Committee. He can also take action suo motto if the circumstances so demand. Fresher's should be encouraged to report incidents of ragging. Those who do not do so even when being witnesses or victims should also be punished suitably.

When the person committing or abetting the crime of ragging are not identified collective punishment could be resorted to as a possible deterrent measure, as it would ensure community pressure on the potential ragger not to indulge in ragging.

5.17 All hostellers are required to fill up and sign Form No.5 Anti – Ragging Undertaking form.

5.18 Entering the hostel premises in intoxicated, possessing any drug or drug related substance , littering inside the institute's premise alcohol/ drug/ smoking, chewing tobacco, Betal (Pan) or Gutkha or other drug related substance and/ or spitting in the institute's premises is strictly prohibited and shall invite strict disciplinary action as decided by the disciplinary committee.

5.19 Smoking/ Chewing tobacco, use of Betal (Pan) or Gutkha or any similar product and spitting in the NIFT premises is strictly prohibited. The smoking/ spitting Pan or chewing tobacco (or similar products) in the NIFT premises is grounds for disciplinary action. Students are required to sign an undertaking prescribed in annexures.

5.20 Employing unauthorized persons for personal work as washing clothes, etc., is not permitted. Members of the mess staff should not be asked to enter the hostel premises on any account. Students are not allowed to carry Canteen/Mess Utensils (Plates, Glass, Bowls, Spoons etc.) or Crockery's inside the Hostel premises. If anyone found carrying these items without having permission from Warden/Administration a disciplinary action will be initiated against her.

5.21 Any student found hosting/harboring an offender will also be liable to the same punishment as decided for the offender by the disciplinary committee.

5.22 Residents should not participate in any anti-national, antisocial or undesirable activity in or outside the campus. The visit of non-hostel resident(s) is restricted to the reception and/or mess.

5.23 Students should not hire objectionable CDs or magazines from outside.

5.24 Paying hostel fees does not entitle students to infringe the rules and indulge themselves in violent activities to

express their views. Violating the law & order can lead to strict disciplinary action against them as decided by the disciplinary committee.

6. GUESTS

6.1 A guest of a resident may be permitted, with the prior approval by Administration Department, on payment of Rs.500/- per day or as fixed by the Management from time to time subject to availability. The guest can be permitted only if the permission is obtained prior to entertaining the guest in the room. For this purpose every person other than resident of the hostel will be considered as a guest.

6.2 Entertaining unauthorized guests will lead to severe punishment including expulsion from the hostel as decided by the disciplinary committee.

6.3 No person of the opposite gender either guest or otherwise shall be permitted to stay overnight in any part of the hostel.

6.4 No day scholar is allowed to enter the hostel without permission.

6.5 No Parents/Guardian/Visitor is allowed to stay in the NIFT residents' room except guest room subject to prior permission of Administration Dept. and availability of space.

7. VISITORS

7.1 All visitors to the hostel including the parents/guardians will have to make necessary entries in the visitor's book available at the hostel entrance with the security guard.

7.2 The visit of male students to the hostel is strictly prohibited. Any violation in the said guideline shall lead to expulsion from the hostel.

7.3 Visiting Hours at the place specified by the Warden

5:30 pm to 9:00 pm on weekdays

10:30 am to 9:00 pm for Saturday/Sunday/holiday.

No visitor shall be allowed in the Hostel Premises beyond visiting hours.

8. USE OF APPLIANCES

8.1 The use of electrical appliances such as immersion heaters, Induction,heaters,electric iron etc. is forbidden in any of the rooms allotted for residence except table-lamp, mobile charger, laptop charger. Private cooking in the hostel/student's room is strictly forbidden. **Such appliances, if found will be confiscated and a fine will also be imposed.**

8.2 Use of audio systems which may cause inconvenience to other occupants are not allowed. The use of personal TV, VCD player is prohibited.

8.3 When the students go out of their rooms they should switch off all the electrical/ electronic appliances (as allowed by the hostel management), and keep it locked (at all times). Violation will attract suitable penalty and punishment as decided by authorities.

8.4 Lights should be switched off by midnight. Study lamps can be used for self study henceforth.

9. COLLECTIVE RESPONSIBILITIES

9.1 General damage to the hostel property will be the collective responsibility of all the residents and they will be required to make good such damage, if the students who caused the damage could not be identified.

9.2 Residents should not indulge in practices/ activities, which may endanger their own personal safety as well as of others.

9.3 Residents will be personally responsible for the safety of their belongings.

9.4 Any case of theft should be reported promptly to the Warden and Security officer.

9.5 Residents are duty bound to report to the Warden/ Administration Department in case they notice any unwanted or undesirable activity going on in the hostel or on the campus.

9.6 Residents are required to park their vehicles only after having due approval from the Authority in the space provided for them in an orderly manner.

9.7 Residents are required to be conscious of the environment in which they live by keeping it clean, healthy and presentable. Students should not throw and/or litter indiscriminately and should not use non-bio-degradable items, such as polythene bags etc.

9.8 The jurisdiction of NIFT is confined to the campus. If our students create law and order problems outside the campus, they are themselves answerable to the Police.

9.9 The students are advised not to go out in large groups which are difficult to control. This is so because if you get involved in unpleasant situations, you are not the only one to be affected. You end up creating a bad impression of our Institute and your parents.

9.10 NIFT will do its utmost to protect you as long as you are on the right side of the law. Do not overstep the law. Help us to help you.

9.11 Students should not paste or make objectionable articles or pictures in the rooms allotted to them.

10. HOSTEL FEES

10.1 Hostel Fees for entire year should be paid on time.

10.2 No hostel fees will be refunded irrespective of the fact whether a student has been placed in the industry or gone on training in the beginning or in between the semester.

10.3 In case of the 7th semester students who vacate the Hostel room at the end of semester and do not want to avail the Hostel facilities in 8th semester the refund of hostel fee may be allowed subject to the condition that they would stay in private accommodation if they have to attend the Institute in the 8th Semester or pay Visitor charges of Rs. 250/- per day for the Hostel Room which may be temporary allotted to them for the maximum of 10 days, subject to availability.

10.4 Mess charges are charged separately, and should be deposited in advance for the whole semester in the concerned department.

10.5 Students should timely pay their hostel and/or mess and/ or cafeteria dues on time and should not involve themselves in any type of nuisance inside the mess / Cafeteria.

10.6 Hostel fee/Additional Fee should be deposited by the students within two weeks from the commencement of the session, as per the fee decided by the management.

11.1 MESS RULES

11.1 No student is allowed to stay in the hostel without being a member of the mess.

11.2 Once a student joins the mess, he/ she shall be deemed to have become a permanent member of that mess unless informed to the hostel administration in writing. Students who absent themselves on the date of reopening of the Institute after any semester vacation will be deemed to have joined, unless contrary to that is informed to the hostel administration in writing .

11.3 Absence from joining the mess will be permitted only by the Competent Authority on request for valid reasons for a maximum period of 10days only, from the date of reopening of the college. Such permission should be obtained well in advance.

11.4 Students should sign the Mess joining Register kept in the mess at time of their joining the mess.

11.5 Students should strictly adhere to the hostel and mess timings that are as under:

	<u>Working days</u>	<u>Weekends</u>
Breakfast:	07:00 AM to 08:30 AM*	7.30AM – 09.30AM*
Lunch:	12:00 Noon to 02:30 PM*	12.00PM – 02.30 PM*
Dinner:	07:30 PM to 9:00 PM*	07.30PM – 9.00 PM*

* Subject to revision as and when needed.

11.6 The mess rates will be calculated and decided upon by the Mess Committee / Administration.

11.7 The system of self service will be followed in the mess.

11.8 The quantity of food will be unlimited except in the case of special items. Food should not be shared with the day scholars. If anyone found sharing food with others, an appropriate action will be taken by the Authority.

11.9 Non – vegetarian food may be served as extra items on specified days of the week.

11.10 Students may entertain their guests in mess with prior permission from the Mess Committee/Administration and by paying in cash. Students are not permitted to dine in any mess as self guest.

11.11 Any absence of a student from the mess exceeding 24 hours, should be intimated to the Mess Committee/Caterer 3 days before so as to regulate the supply of food even though the student is not eligible for mess reduction so that there is no wastage of food.

11.12 Students are not permitted to cook any food on their own accord in the messes or in their rooms.

11.13 Students on no account, whatsoever, will be permitted to take food outside the mess. Nor can they take mess utensils such plate, spoon, tumblers, etc. to their rooms.

11.14 No food will be served in the rooms of the hostel for any student unless (a) it is recommended by the hostel warden and (b) only when the student's condition requires the food to be served in their rooms. The concerned student will deposit a security to the mess in-charge for the same and the amount will be refunded once all the utensils are returned to mess. The amount will be decided by the administration.

11.15 No Students shall waste food. Paying mess bill does not entitle a student to waste food. Wastage of food by any of the student(s) shall invite heavy penalty along with a disciplinary action.

11.16 Student shall assist in maintaining the mess and surroundings neat and clean. No notices shall be pasted on walls. Notices put on the notice boards should not be removed by the diners.

- 11.17 All Students shall interact with the mess staff in the dining hall in a courteous manner.
- 11.18 Students should not bring pet animals into the hostel or encourage such practice.
- 11.19 After eating, Students shall keep the cup, plates or any leftovers in the designated bins.
- 11.20 If a Student is ill and requires a special diet, he/she should request the Warden to arrange the same at the mess.
- 11.21 Residents must carry their mess card while entering the mess.

12. GENERAL GUIDELINES

12.1 Harassment of any nature/ kind or misbehavior by any student with another student (male/female) and / or hostel Warden shall lead to immediate expulsion from the hostel.

12.2 The student must not be involved directly or indirectly in fighting gambling, anti-social activities, ragging, strike, picketing, gheraos, fast, arousing of the sentiments of the other students and the public. Use of outside agency for redressal of grievance, possession or consumption of alcoholic drink, intoxicating drugs will be viewed as serious offence and may lead to expulsion from the hostel.

12.3 Meeting, party inside the hostel is strictly prohibited. However, in special circumstances it may be organized only with prior written permission from the Hostel authorities.

12.4 Mess-party is to be organized with written permission from the SDAC. However, such parties should not cause any discomfort to other students.

12.5 Other rules to be notified from time to time should be followed for smooth functioning of the hostel administration.

12.6 All students must abide by the rules and regulation of the hostel as may be framed from time to time.

12.7 Violation of any of the above rules will attract strict disciplinary action.

12.8 The institute attaches utmost importance to strict integrity, honesty and general conduct of the students. Any violation of the above shall lead to expulsion from the institute.

12.9 Carrying of any type of weapons-blunt, sharp edged or firearms, in the college campus or keeping such weapons in the hostel is a serious offence and is strictly prohibited and shall lead to strict action against the student as decided by the disciplinary committee.

12.10 Students must abide by the rules and timings (as mentioned below) of the hostel and will not stay outside the hostel during night or till late hours without the permission of the Director/Joint Director.

12.11 Any serious complaint received against any hosteller shall be referred for the consideration and decision of the disciplinary committee. The disciplinary committee will be fully empowered to call or ask to submit written statement from any staff members and/or wardens concerned with the matter. The decision of the disciplinary committee will be forwarded to Director whose decision shall be final and binding upon the student(s).

13. RIGHTS OF HOSTEL MANAGEMENT

13.1 The hostel authority is empowered to have hostels inspected at any time to ensure the proper compliance of all the provisions of the Hostel Policy.

13.2 Any breach of these rules will invite an inquiry that will be conducted by the Hostel Management. If the student is found guilty, then the Hostel Management will take disciplinary action that it deems fit. Depending on

the case, the management reserves the right to take direct disciplinary action, amounting to even immediate expulsion from the hostel.

13.3 The Hostel Management reserves the right to change these rules from time to time keeping the students informed through general circulars displayed on the hostel notice boards.

In all matters of discipline and other relating to the students, the decision of Director will be final.

14. DRESS CODE

14.1 Students should be properly dressed while moving in and out of the hostel. Also student residing in the hostel are supposed to pass through the common paths and come in mess with properly dresses.

15. MEDICAL FACILITY

In case of serious illness, the resident students and their room- mates should immediately report the same to the Warden. All resident students are required to take personal care of their health, and hostel shall not be able to take any personal care of their health, and hostel authority shall not take any responsibility of such cases.

Doctors will visit the NIFT Campus & Hostel. The days and timings will be decided on mutual discussions as per the hostel requirement. They may avail the medical facility without paying any consultation fee. They may also visit any other doctor of their own choice on the payment of fees.

16. HOSTEL TIMINGS:

<u>Out & timing:</u>	<u>Summer:</u>
	(April-Sep) 6:00 am-8:30 pm **
	Winter:
	(Oct-Mar) 6:00 am-8:30 pm **

**** Subject to revision as and when needed.**

Night attendance: 10:00 pm (summer & winter)

Students are debarred from going to hostel roof.

17. NIGHT OUT RULE:

NIFT resident students can be permitted to stay out for the night to their authorized LG's Parent's place, only when written request is made seeking permission in the prescribed form/application by hand/by E-mail from their parents at least one day in advance by email at hostelwarden.patna@nift.ac.in. They have to obtain the permission of their respective CCs on the basis of application signed by their Parent/Guardian for night out stay in the prescribed format.

ANNEXURE

1. Hostel Application Form
2. Room Allotment Slip
3. Room Vacating Slip
4. Leave application form
5. Anti-Ragging Undertaking form (Approved by NIFT, HO)

a) UNDERTAKING BY THE STUDENT

b) UNDERTAKING BY PARENT / GUARDIAN

6. Educational /Industrial Trip Consent Slip
7. Hostel Upkeep Undertaking Form



National Institute Of Fashion Technology, PATNA

(Ministry of Textiles, Govt. of India)

Form No.1: Hostel Application Form

(To be filled in by the applicant in her own handwriting clearly and carefully in capital letters)

Admission (Final) Payment Receipt Number: _____

Course & Roll NO.: _____

Hostel Allotted: _____

Room No.: _____

Space for recent
passport size
photograph of
candidate

To,

The Director/Asst. Director

NIFT-Patna

Sir,

I wish to apply for providing accommodation in any Hostel managed by NIFT for the academic year
I have read and hereby agree that I will abide by the Rules and Regulations of the hostel in force from time to time. I
furnish the following particulars.

PERSONAL DATA:

Full Name (with Surname) _____

Residential Address _____

(Email) _____

(M) _____ (R) with STD code (_____)

3) Date of Birth _____

4) Nationality _____

5) Blood Group _____

I declare that the information given above is true to the best of my knowledge. I agree that if any information furnished above is found to be incorrect my admission is liable to be cancelled.

Date:

Signature of the Applicant

FAMILY BACKGROUND:

Affix self
attested Colored
photo of parents

(Father)

Affix self
attested Colored
photo of parents

(Mother)

Affix your local
guardian's self
Attested recent
colored photo

1) Full name of the parent/ Guardian: _____

2) Relationship _____

3) Occupation _____ Designation _____

4) Office Address: _____

5) Email Address: _____ Tel. No. _____

NEAREST LOCAL GUARDIAN

1) Name and address of contact person who should be contacted (in case of emergency)

a) Name : _____

b) Address: _____

c) Tel. No. (Mob/Res) _____

b) Name: _____

Address: _____

Tel. No. (Mob/Res): _____

I request you to admit my ward Ms. _____
to the NIFT hostel. I give an undertaking that he / she have read and will abide with all Rules & Regulation
of the Hostel.

Yours faithfully

Date:

Signature of the parent/ Local Guardian

DECLARATION TO BE SIGNED BY THE STUDENT

I have read all the rules and Regulations of the Hostel. I hereby agree to abide by the rules and regulations of the
Hostel in force from time to time. I am liable for disciplinary action in case of any breach.

Date:

Signature of student

Signature of parent

*** NOTE:-

True copies of the following documents should be submitted along with the Hostel Application Form.

- 1) Proof of residence. (Parents and Nearest Local Guardian).
- 2) Medical Certificate from a Registered Medical practitioner.
- 3) Three extra photograph in small envelope.
(Each photo should have your name/ course name)

Materials to be provided by NIFT to each student: Bed/ old mattress/ table/chair/cupboard



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Form No.2: Room Allotment Slip

I _____ D/ of _____
Admitted to _____ Course, bearing Roll No. _____

have been allotted room no _____ in hostel _____

The following items have been provided to me by the institution during my period of accommodation.

S. No.	Items provided to the student by the institution.	Sign. of the student while getting the items from the warden	Sign. of warden at while receiving the items from the student
1			
2			
3			
4			
5			
6			

I hereby undertake that I will be responsible for losing, damaging any of above mentioned items provided to me and follow all the norms of the hostel given to me orally as well as in writing

Signature of the student with Date



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Form No.3 Room vacating slip

From the warden (to be filled up at the time of student leaving the hostel)

This is to certify that /Ms..... of course bearing Roll No..... and staying in room no..... in hostel name has submitted all the articles /equipments on (Date)..... which had been issued to her at the time of joining the hostel .

Signature

Hostel Warden

Date:.....

Remarks, If any:



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Form No. 4: Leave application

Respected Sir/ Madam,

With due respect Iwould like to inform you that Ms.....
course bearing roll. no and staying in room no..... of NIFT Patna's
Hostel may be permitted to avail leave fromto

Reason:

.....
.....

Kindly approve her leave for the same and grant her permission.

Yours truly

(Sig. of Parent/Local Guardian)

Name:

Mob. No.:

Contact No. while on leave :

CENTER COORDINATOR/LINK CENTRE COORDINATOR/ ADMINISTRATION (Asst. Dir.)



National Institute Of Fashion Technology, PATNA

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UNDER TAKING FOR ANTI RAGGING
(To be filled in by the Student)

I,..... D/ of Mr./Mrs.....a student of NIFT Patna Center
hereby undertake on this day.....month.....year....., that:

- That I have read and understood the directives of the Hon'ble Supreme Court of India on anti-ragging.
- That I understand the meaning of ragging and know that the ragging in any form is punishable offence and the same is banned by the Court of Law.
- That I shall not resort to ragging in any form at any place and shall abide by the rules/laws prescribed by the Courts, Govt. of India and the Institute authorities for the purpose from time to time.

I hereby agree that if found guilty of any aspect of Ragging, I may be punished as per the penalty implications laid down by NIFT.

Signed on.....(dd/mm/yy)

Signature.....

Name in full.....

Address.....

Telephone Nos.



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UNDER TAKING FOR ANTI RAGGING
(To be filled by the Parent/ Guardian)

I,.....F/o, M/o,G/o.....

Understand that Ragging is a criminal offence. I assure the management at NIFT that my son / daughter / ward will not indulge in any act of Ragging

I hereby agree that if he/she found guilty of any aspect of Ragging, he/she may be punished as per the penalty implications laid down by NIFT.

Signed on.....(dd/mm/yy)

Signature.....

Name in full.....

Address.....

Telephone Nos.



National Institute Of Fashion Technology, PATNA
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Form No.6: Educational/Industrial Trip Consent Slip

From (Place and date):

.....To

(place andDate).....

Dear Sir/ Madam,

I agree to undertake the said educational/ industrial trip at my own responsibility.

Name of the Student :

Course/Roll No. :

Person to be contacted :

In case of emergency :

Emergency contact no. :

Email id: :

Blood Group of the student :

Signature of Student:

Signature

Signature

Hostel Warden.

Admin Dept.



National Institute Of Fashion Technology, PATNA
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Form No.7 Hostel Upkeep Undertaking Form

To,

The Director NIFT, Patna.

ID/o Admitted to
course, bearing
Roll No. And staying in room no..... in hostel name
hereby gives undertaking that:

- I will not smoke or chew betel/ gutka/ tobacco or similar products inside the hostel.
- I will not take liquor or drugs during my stay in NIFT hostel.
- I will not indulge in ragging directly or indirectly and will not resort to any undesirable activities inside the hostel, which may tarnish the image of NIFT.
- In case of any harassment to others or me inside the hostel, I will bring immediately the facts to the notice of the Director / AssistantDirector / Warden or any other official of NIFT present inside the hostel/Campus.
- I will not create disturbance of any sort (whether noise or physical) inside the hostel.
- I will abide by the hostel timing and the mess timings as mentioned in the manual.
- I will maintain cordial relations with everyone inside the hostel and will help others in getting settled in the hostel as well as the campus.
- I will keep my room clean and tidy and will not indulge into destruction of any article/ equipment provided to me by NIFT.
- I will give my full cooperation in keeping the hostel neat and clean and creating a comfortable environment to stay.
- In the absence of hostel warden or any other officer of NIFT, I will maintain healthy environment inside the hostel and will ensure that no disturbance is there till the time, the warden and/or concerned officer returns.
- I will be regular in the night attendance and will ensure that others are also present for the same every day.
- I shall maintain the dignity and sanctity of the hostel by not creating noise/nuisance, especially after 11:00 pm. Management is free to take any action including rustication if I found breaching any rules/regulations.

- While going on leave, I will submit the required format duly filled and signed by Parent/Guardian to the hostel warden or any other concerned officer of NIFT and will keep the warden informed about my well being and date of return.
- At the time of vacating the hostel, I will hand over the keys of my room to the hostel warden along with the articles/equipments in proper working condition given to me by NIFT.
- I certify that I have studied the rulebook and I will abide by all rules and regulations prescribed in the rulebook.
- I will abide by the above undertaking and all instructions given to me orally as well as in writing from time to time. If I am found breaking the rules and instructions in any way at any time, I am liable to be debarred from continuing with my course or subject to any other action deemed fit by the NIFT authorities
- I have read and gone through the hostel manual and promise to abide by the rules and regulations mentioned therein.
- * Hostel fee for remaining month will not be refundable in case of expulsion from hostel by the management.

PLACE..... DATE

SIGNATURE:

NAME:

ADDRESS:

STUDENT'S FEEDBACK AND SUGGESTIONS ARE ALWAYS WELCOME.

HELP US TO KEEP THE CAMPUS CLEAN AND GREEN.