



# प्रधानाचार्य, बाबा कीनाराम स्वशासी राज्य चिकित्सा महाविद्यालय चन्दौली।

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## General rules and guidelines for MBBS Boy's Hostel

All residents and staff should be aware of the following rules and guidelines for the smooth functioning of the MBBS Boy's hostel. This will aid in ensuring a safe, secure, and healthy environment for the academic and personal development of the students.

### 1. Room Allocation and Residence

- Rooms are allocated upon producing the receipt of payment of hostel fees on a first-come-first-serve basis sequentially when students report to the warden's office after completion of the admission process.
- Student must submit one proof of their home address, details of their parent/guardian, and 2 passport-size recent photographs and preferably contact details of one local guardian.
- Mutual exchange of rooms is permitted after one month of admission closure to a maximum of two (2) such exchanges in an academic year.
- Students are responsible for their valuables and are advised to refrain from expensive jewelry, large amounts of cash, etc. during their stay in the hostel.
- Students should keep themselves updated with notices, circulars, office orders, etc. put up on the hostel notice board.
- Students should clear their respective dues within the stipulated time period.
- Students voluntarily vacating the hostel or being expelled for any reason may not be allowed re-entry for their remaining tenure at Baba Kinaram Autonomous State medical College, Chandauli. Re-entry may be permitted only after such application is approved by the college council.

### 2. Hostel Timing

- Students should return back to campus by 7 pm.
- Students must return back to their respective rooms by 9:30 pm.
- Hostel doors are closed between 9:00 PM to 6:00 AM.

### 3. Furniture

- Each student is provided with a bed, mattress, table, chair, and wardrobe.
- Students are responsible for maintaining the allotted furniture and must return it upon course completion.
- Students may bring personal additional furniture with prior written permission from the warden's office. A no-objection certificate from roommates is required.

### 4. Electrical Appliances

- Use of heavy appliances (heater, induction plate, press, air conditioner, etc.) is prohibited.
- Coolers of up to 50 litres tank capacity may be permitted with prior written permission from the Principal.
- Ensure all lights, fans, and electrical equipment are switched off when leaving the room.

### 5. Attendance

- Students must mandatorily sign morning and evening attendance registers at the Warden Office/security desk in front of designated staff.

### 6. Leave

- Students must apply for leave at least five (5) days in advance with supporting documents (in prescribed format and own handwriting).
- For emergency leave (sickness, death in immediate family, etc.), contact the security desk/warden office.
- The warden reserves the right to deny leave applications.
- Rooms must be locked when proceeding on leave.

### 7. Visitors

- Visitors must enter details, entry/exit times, and sign the register. They may use the visiting area on the hostel ground floor.
- Male visitors may enter the hostel between 7:00 AM to 7:00 PM.
- No female visitor is allowed beyond the security desk.
- Non-residents are not permitted night stays.

## **8. Cleanliness and Hygiene**

- Littering is strictly prohibited.
- Campus areas and rooms must be kept neat and clean.
- Random room inspections will be conducted.
- Cooking and bringing food/utensils from the dining hall to rooms is prohibited.

## **9. Safety and Security**

- The hostel is under 24x7 CCTV surveillance.
- Entry to the rooftop is prohibited.
- Entry/exit beyond permitted hours is restricted to emergencies.
- Emergency contact information (warden, security, etc.) is displayed; students should note it.
- Students must not leave the hostel without informing the warden/security desk.
- Avoid roaming alone on campus beyond daylight hours.
- Report emergencies to the warden immediately.

## **10. Discipline and Conduct**

- Maintain decorum befitting a medical graduate. Treat peers and staff with dignity.
- Ragging, bullying, or harassment is prohibited and will lead to disciplinary action.
- Refrain from activities causing nuisance.
- Tobacco, alcohol, narcotics, weapons, or firearms are strictly prohibited.
- Violations may result in fines, suspension, expulsion, or police complaints.

## **11. Damages and Maintenance**

- Report property damage immediately to the warden office.
- Students are liable for repair costs of college properties.

## **12. Recreation and Other Facilities**

- Recreation room with LED screen and indoor games.
- Dedicated gym/yoga room.
- Sick room for first aid/minor ailments.
- Ambulance facility available.
- Geysers in bathrooms.

## **13. Grievance Redressal**

- Submit suggestions/complaints (facilities, peers, or staff) in writing to the Warden office or Student Welfare Committee.

## **14. Damages and Maintenance**

- Report any damage to hostel property immediately to the warden office.
- Students are responsible for repair costs of damage caused to college properties.

## **15. General Rules:**

- Do not tamper with or damage security systems like CCTV cameras.
- Maintain low noise levels for a peaceful study and rest environment.
- Cooperate fully during fire drills and emergency evacuations.

- Always lock your room securely.
- Clear all hostel and mess dues on time.
- Leave a spare key with the hostel office when taking long leave or vacation.

These rules aim to create a safe, secure, and academically supportive environment for all hostel residents. Breaking these rules can lead to disciplinary action and repeated violations may result in expulsion. The hostel authorities may update the rules as needed for the well-being of students.

**Chief Warden:**

Dr. Shailesh Kumar.

Professor, Forensic Medicine

BKASMC, Chandauli.

**Assistant Warden:**

1. Dr. Shuvendra Bahadur Singh.

Assistant Professor, General Surgery.

BKASMC, Chandauli.

2. Dr. Dharmendra Kumar Dubey

Assistant Professor, Community Medicine.

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