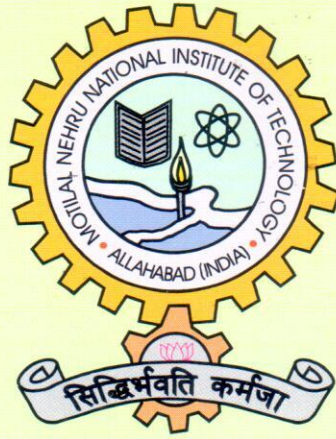


छात्रावास पुस्तिका

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Hostel Booklet

Session 2018-19



मोतीलाल नेहरू राष्ट्रीय प्रौद्योगिकी संस्थान इलाहाबाद
MOTILAL NEHRU NATIONAL INSTITUTE OF TECHNOLOGY ALLAHABAD

HOSTEL BOOKLET

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ABOUT THE INSTITUTE

Motilal Nehru National Institute of Technology Allahabad, Allahabad (MNNIT) is an Institute with total commitment to quality and excellence in academic pursuits. It was established as one of the seventeen Regional Engineering Colleges of India in the year 1961 as a joint enterprise of Government of India and Government of Uttar Pradesh, and was an associated college of University of Allahabad, which is the third oldest university in India.

For a short duration of two years (2000-2002), the Institute was affiliated to U.P. Technical University. With over 45 years of experience and achievements in the field of technical education, having traversed a long way, on June 26, 2002 MNREC was transformed into National Institute of Technology and Deemed University fully funded by Government of India. With the enactment of National Institutes of Technology Act-2007, the Institute has been granted the status of Institution of National Importance w.e.f. 15.08.2007.

The Institute had begun with offering Bachelor Degree Programmes in Civil, Electrical and Mechanical Engineering. It was the first in the country to start an Undergraduate Programme in Computer Science & Engineering in 1976-77. Subsequently, in the year 1982-83 Undergraduate Programmes in Electronics Engineering and Production & Industrial Engineering were started. The first Master's Programme of the Institute was introduced by the Mechanical Engineering Department in the year 1966. In all other Engineering Departments, Master's Programmes were introduced in the 1970-71. To add a new dimension to itself the Institute established School of Management studies in 1996, which offers a two year semester Post Graduate degree programme in Management (MBA).

The Institute now offers nine B.Tech., 25 M.Tech. Degree Programmes (including part-time), MCA, MBA, M.Sc. (Mathematics and Scientific Computing) and Master of Social work (M.S.W.) programmes and also registers candidates for the Ph.D. degree. The Institute has been recognized by the Government of India as one of the centers for the Quality Improvement Programme for M. Tech. and Ph.D.. Institute has a very progressive policy towards extending all possible facilities to its faculty members to acquire higher degrees and receive advanced training. As a result, majority of the faculty members possess Ph.D. degrees.

The infrastructure of the Institute is at par with the best Institutions in the country, the Computer Centre has state-of-the-art computing facilities, departments have modern laboratories and the library houses print as well digital learning resources. Most of the class rooms are air conditioned and equipped with multimedia pedagogical tools. The entire campus, including hostels, executive development centre and residential area is connected with 1.25 Gbps internet connectivity.

The Institute is a fully residential institution. At present there are seven boys' hostels, which are named after Purushottam Das Tandon, Pt. Madan Mohan Malviya, Bal Gangadhar Tilak, Sardar Vallabh Bhai Patel, Kaviguru Ravindra Nath Tagore, Sir C.V. Raman and Swami Vivekananda. Besides these Boys' hostels, one is exclusively for PG students. Presently the Institute is having two girls' hostels located inside the campus for accommodating girl students. They are named after Sarojni Naidu and Kamala Nehru. An International House for Female master degree students is also located inside the campus. Hostel Messes are managed by nominated student representatives under the overall supervision of Chief Warden (Boys'), Chief Warden (Girls') and Warden team.

DIRECTOR'S MESSAGE

Motilal Nehru National Institute of Technology Allahabad extends its warm welcome to all the newly admitted students. MNNIT, Allahabad is, having golden history of 58 years in producing quality technocrats who have contributed significantly in the overall development of the Nation and society in general. Institute has evolved as one of the leading technical institution of India and ranked among the top NITs in the country. Its strengths and standing are the best evidenced by the high quality of the National and International students admitted in various programs and well qualified faculty.

Development and progress is a continuous process and MNNIT, Allahabad is also following the same in terms, of continuously modernizing and augmenting the overall infrastructure of the Institute.

The Institute is located at the heart of the holy city of Allahabad popularly known as Prayag, located at the confluence of three pious rivers: Ganga, Yamuna and Saraswati. The city has been glorified by several eminent personalities either born or brought up in the city. The mission of MNNIT to excel for the upliftment of the society by contributing its best in the field of Science and Technology in the backdrop of glorious intellectual and cultural life of the city will make the Institute the most preferred destination for young students aspiring to emerge as successful technologists. With the enlightening knowledge and guidance of highly qualified faculty members and excellent infrastructure, I hope we shall be able to continue to add to the intellectual and professional development.

MNNIT, as a whole adheres to the motto of the Institute "**Siddhirbhavati Karmaja**" (success comes through hard work) absolutely and unconditionally. Therefore, we work hard to maintain excellence in teaching and research in order to compete with other Technological Institutes of the country. The Institute is committed to equity and promoting talent without any prejudice. I would like to conclude by saying to the new entrants to feel pride and privilege to be a part of this old mammoth of excellence. Further it is expected from you to follow and maintain the good tradition of the Institute and make your full efforts to gain knowledge and use the opportunities/facilities in the campus for your overall personality development to become a globally competitive professional and good human being in the society. I am confident that your stay in the campus will be enjoyable and you will achieve your goals.

Jai Hind

Rajeev Tripathi
(director@mnnit.ac.in)

HOSTEL INFORMATION

Please read the following Institute Rules and information for the hostels carefully.

(A) Institute Hostel Management

- 1) The Institute Hostel Management consists of
 - (i) Chief Warden (Boys) for all Boys Hostels
 - (ii) Chief Warden (Girls) for all Girls Hostels
 - (iii) Warden team of the respective hostel
- 2) Hostels function under the administrative control of the Chief Warden Boys/Girls.

There are two or more Wardens in each Boys hostels and two Wardens in each Girls hostels. All the Wardens act under the supervision of the Chief Warden Boys or Chief Warden Girls hostel respectively, for the boys and girls hostels.

The policy framework/decisions regarding hostels is decided by the Chief Warden Boys/Chief Warden Girls, in consultation with the Director. Hostel Policies are implemented by the Chief Warden (Boys), Chief Warden(Girls) and Wardens. The decisions of Chief Warden (Boys) and Chief Warden (Girls), in their respective jurisdictions, are final.

- 3) Each hostel has a "Hostel Management Committee (HMC)" of the following structure:
 - (i) Warden : *Convenor*,
 - (ii) Care Taker : *Member*,
 - (iii) Hostel President (Student) : *Member*
 - (iv) Hostel Manager (Student) : *Member*
 - (v) Hostel Secretary (Student) : *Member*

The Hostel President, Manager and Secretary should be appointed by the Hostel Wardens through interview, after inviting applications. One hostel secretary for Civil Maintenance and one for Electrical Maintenance. In addition, Wardens can also appoint 3-5 hostel student representatives to help them in hostel administration. The notification of hostel president, secretary and representatives, with a copy to Chief Warden should be made within 20 days (except first year) of the start of the academic session.

Duties of Hostel President/Manager include

- (i) Reporting to Hostel Warden weekly
- (ii) Reporting and monitoring of cleanliness, Civil Maintenance and Electrical problems.

(iii) Discipline of the Hostel

To give experience to more students about hostel administration Hostel President Secretaries/Managers should be fresh (first time appointed) as far as possible.

- 4) Each hostel is managed by Care Taker, available in the hostel in normal working hours. He/she may be asked by Chief Warden/ Warden to report in the hostel at any time in special situations.

(B) Facilities

- 1) Hostel Facilities: All the hostels are well equipped with basic amenities. Each room has a study table and chair, a cot, fan, electric fitting for lamp, plug points and shelves. Most of the rooms have a LAN ports for internet access, other hostel rooms have Wireless Internet Access Points. Apart from these facilities, following facilities are also available:
 - Geysers and Water coolers with water purifier on each floor of the hostel.
 - Books and Stationary shop.
 - Internet connectivity.
 - Guest rooms.
 - Power Generator Facility
 - Students' Club.
 - Indoor Games facilities including Table Tennis, Carom Boards etc.
 - Each hostel has a Mess
- 2) In-Campus Transport Facility: Limited in campus transport facility "E-Rickshaws" is available for differently abled students and girls students who are staying in hostels outside the academic campus.
- 3) Ambulance Facility: Ambulance facility is available in case of medical emergencies. The patient will be dropped to the nearest/empanelled hospital.

(C) Admission to the Hostels

- 1) Only regular registered students of the Motilal Nehru National Institute of Technology Allahabad are admitted to stay in the MNNIT hostels.
- 2) The allotment of rooms will be made by the "Hostel Allotment Committee" based on the preference received by the student and policy of the hostel administration. The structure of the committee consist of
 - (i) Chief Warden : *Chairperson*

(ii) Warden : **Convener**

The committee has the final authority to take the decision on allotment of the room and the hostel. The student has no-right to claim on the allotment of the particular room or hostel.

- 3) Normally change of rooms is not allowed. For special circumstances student can approach to Chief Warden for change of room with proper reason.
- 4) After allotment of hostel, a student will report to the Care Taker of allotted hostel and take possession of room after filling the hostel form on the day of registration.
- 5) Admission and continued stay in the hostel depends upon the academic performance, good behavior and conduct of the student.
- 6) The student should normally stay in the allotted room for one complete year. Change in rooms in mid-semester is not possible.
- 7) The hostellers with chronic medical problems will be asked to vacate the room immediately as personal medical care by parent/guardian will be necessary.
- 8) The hostel admission shall stand cancelled for the students who are declared **ex-students** upon declaration of results and they will have to vacate the hostel rooms immediately after the results are declared. Fresh allotment of rooms to such students depend upon the policy decided by the Hostel Allotment Committee for the particular session.
- 9) Academic deficient (ACD) student has no priority in the hostel allotment. He may be asked by the Hostel Allotment Committee to vacate the room with immediate effect. Allotment/continuation of hostel room to these students depends upon the policy decided by the Hostel Allotment Committee for the particular session.
- 10) If a student is expelled from the hostel/institute for any reason he/she should immediately vacate the hostel on the day of expulsion. His/her continuance in the hostel will be treated as unauthorized occupation.
- 11) Continuation of stay of a student in the hostel is subject to the discretion of the hostel administration.
- 12) All the admission to the hostels is subject to the submission of the undertaking signed by the applicant as well as the father/mother/guardian of the applicant.
- 13) Students residing in Allahabad and in the nearby vicinity may not stand in priority for admission to the hostels.
- 14) If any student wants to reside outside the Institute Hostel or not allotted hostel on any ground, he/she should register as Day Scholar and he/she is required to fill day scholar form available in the office of Warden Delegacy/Chief Warden.

- 15) Any student withdrawing from the hostel will hand over the possession of room to Caretakers and seek clearance certificate from the concerned Warden. At the end of even semester a student shall vacate his/her room and hand over the charge of the room to the Caretakers of the hostel.

(D) Hostel Rules

- 1) Every student shall maintain high standard of peace, tranquility and ideal conduct, cleanliness and discipline in his/her room. No student shall play music at high volume, shout and scream or commit acts of misbehavior with his/her fellow students.
- 2) **Ragging in any form is strictly prohibited and would attract severe disciplinary action and punishment of expulsion from the Institute.**
- 3) **Sexual harassment or any practice derogatory to human dignity and personal privacy are strictly prohibited. Anyone found indulging in such act would be placed before the committee on sexual harassment/violence constituted by the Institute Authorities for taking immediate and appropriate action.**
- 4) Hostel accommodation is provided with the understanding that the resident student will strictly abide by the hostel rules currently in force or as may be enforced from time to time.
- 5) Accommodation in the hostel cannot be claimed as a matter of right. The Institute Administration may refuse accommodation to any student who is known to have grossly violated the hostel rules or whose presence is likely to disturb the peace and tranquility of the hostel.
- 6) Violation of hostel rules will make the student liable to disciplinary action including permanent expulsion from the hostels. Students must remember that hostel is the home of the student in the campus and therefore, he/she should behave on the campus as well as outside in such a manner as to bring credit to him/her and to the Institution.
- 7) A student once admitted in the hostel, will continue to be a hostel inmate throughout the year unless otherwise debarred from the hostel on disciplinary grounds and he/she will have to pay the room rent for both the semesters.
- 8) 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.***
- 9) **Every student should stay in the room allotted to him/her. Mutual exchange of rooms after final allotment is not allowed. However, only the Warden/Chief Warden may allow for the same**

as a special case on valid and reasonable ground. Violation of this rule will be considered an act of gross misconduct and entail appropriate disciplinary action including imposition of heavy fine and expulsion from the Hostel. Care Taker/Hostel Warden will inform the Chief Warden after getting any information of interchange of rooms.

- 10) Boarders must look up the Hostel Notice Board regularly. No notice will be displayed by hostel inmates in the Institute/ Hostel notice board without the counter signature of the hostel warden.
- 11) **Any member of the Warden team or any authorized member of the Institute staff can inspect the room of any student in the hostel at any time. The student cannot object it as a matter of privacy. The student objecting/creating problems during room inspection may face disciplinary action. Hostel inmates are supposed to keep I-cards with them and must present the same to any hostel or institute authority whenever asked for. Students must always carry their Identity Cards with them.**
- 12) In case of any problem, the student should report the matter to the Warden of the concerned hostel then to the Chief Warden or Dean Student Welfare. If he/she one is still not satisfied, then only he/she should approach to the Director of the institute. No Boarders should see the Director for ordinary matters directly.
- 13) All cases of illness should be reported to the **Medical-Officer** of the Institute through concerned Warden.
- 14) **No student should keep any fire-arms, lethal weapons, poisonous things or intoxicants of any kind in the Hostel. Students must not take law into their own hands, but must report all disputes to the Warden of the concerned hostel. All kinds of shouting, fighting, gambling, stealing, violent knocking, maltreating or abusing are strictly prohibited. In such cases, offender will be handed over to Police immediately.**
- 15) The boarder shall have to vacate accommodation as and when asked for. All the boarders shall vacate the hostel rooms before they leave for the summer vacation so that annual repairs and white washing are carried out. All the hostel articles issued to the students must be returned to the caretaker before the students leave their rooms. They will be responsible for any loss.
- 16) No boarder is allowed to engage a private servant or pet animals.
- 17) **Students shall not remain absent from their hostels during night without the prior permission of the Warden.**

- 18) Hostel students shall not leave the campus without prior permission of the Warden. They shall have to apply in prescribed form in advance stating the reason for leaving and the address of destination. *Hostel student who leave hostel without the permission from the concerned Warden shall be deemed to be missing and Parent/Guardian/Police authorities may be intimated in consultation with the Chief Warden and the Director.*
- 19) **The inmates of the hostel will not leave the hostel premises on holidays for the purpose of excursion or picnic. Prior permission of the Warden /Chief Warden has to be obtained for going for any picnic or excursion. However, for any eventuality that may occur during picnic/ excursion, the responsibility does not lie with the Institute Authorities.**
- 20) Hostel inmates are supposed to take care of their health themselves. Student suffering from infectious disease has to leave for medical treatment to proper clinic/ hospital or isolated place. Hostellers falling sick or feeling symptoms of sickness should report to hostel warden for evacuation to hospital. *24 hours Ambulance-Service is available in the campus.*
- 21) Formation of association of students on the basis of regions, caste or creed is not permitted, during their stay in the hostels. If found, students of such group may be rusticated from the hostel.
- 22) It is mandatory for all students to adhere to the rules strictly, framed for hostel mess and extra-curricular activities in the campus. Since the Institute aims and professes excellence in professional education, there is no scope for students to indulge in political activities inside the campus. Evidence of any political activity inside the campus shall be considered an act of indiscipline and shall be tackled seriously and strictly.
- 23) Room furniture and electric fittings are required to be maintained by the inmates in good condition. At the time of allotment of room and leaving the hostel for the summer vacation, every student must take-over and hand-over, respectively, the hostel property carefully. Students should invariably vacate the hostel during summer vacation.
- 24) Disfiguring of walls by sticking posters, paintings etc., and tampering with the electrical systems, internet connections, student desk, ward-robes etc. in the hostel are strictly prohibited.
- 25) 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.

- 26) Students should lock their room properly when they go out for bath, food etc. Each roommate must keep a key of the door lock of his/her room in case of double/ triple/ four seated accommodations. They are also advised to keep their rooms, boxes, suitcases, cupboards etc., securely locked with good quality locks.
- 27) **The students themselves are personally responsible to safeguard their belongings. Any theft of laptop, mobile phone, computer, purse, calculator, wristwatch, wallet or any other valuable item is the sole responsibility of the student.**
- 28) Students, in their own interest, are advised not to keep excess cash or any valuables in their hostel rooms. They are cautioned to be very careful about safety of their belongings. They should close their rooms securely when they leave the room even for short periods or when they are sleeping. Institute shall not be responsible for the loss of such items due to theft or otherwise. *However, in the case of theft, the matter should be immediately reported to the concerned Warden and Chief Security Officer (CSO) of the Institute.*
- 29) Students should take treatment in the **Institute Health Center** between 8.00 A.M. to 6.00 P.M. when they are sick. For emergency between 6.00 P.M. to 8.00 A.M. they should contact the Medical Officer of the institute at his residence in the colony campus. The Institute Doctor and the concerned Hostel Wardens will decide further course of treatment. *24 hours Ambulance-Service is available in the campus.*

In case of emergency occurring outside the Institute campus, students are advised to take treatment at the nearest clinic and inform about it to the Institute authorities/Warden Team immediately.
- 30) In case of need for hospitalization, student should inform his/her parents/guardian. The parents/guardians are required to communicate to the concerned Warden in this regard.
- 31) Penalty for violation of hostel rules will be decided by the hostel authorities considering the severity of the offense/violation of rules/ act of indiscipline. Fine/penalty amount may be deducted from the hostel deposit. In such cases he/she will not be considered in merit for the next hostel admission.
- 32) Students are prohibited from giving shelter to any other student/ outsider in the rooms. In case of any unauthorized shelter, the student will be liable to disciplinary action.
- 33) Resident students are not permitted to invite any outside person to address any meeting in the hostel without written permission of the Chief Warden/ Dean (Student Welfare)/ Director.

- 34) Light must be switched off when not in use. The use of any electrical appliances like electric heater, electric rod and other similar appliances are strictly prohibited, **except** table-lamp, mobile-charger, Laptop/ Desktop Computer and printer. **However, the use of Laptop/ Desktop Computer is permitted for academic purposes, only. Any misuse of it, will be treated as an act of indiscipline.**
- 35) Male students are strictly forbidden from entering the Girls' Hostel and female students from entering Boy's Hostel.
- 36) **Students are strictly prohibited from consuming alcoholic drinks, drugs, cigarettes, tobacco products or any other intoxicants or any form of smoking, inside the hostel or to enter the hostel after consuming the same. Even possession of such things is prohibited. Any student found consuming/indulging in the use of such thing or in a drunken state in the hostel will render himself liable for strict disciplinary action, including expulsion/rustication from Hostel/Institute.**
- 37) **Students should be very careful and should not fall in any kind of temptation for any unlawful activities from outsider or person from inside the Institute. Rules of Government of India for Narcotic Drugs and Psychotropic Substances Act, 1985 and its further amendments will be implemented strictly. Those involved in consuming prohibited items may be handed over to the local Police by the Warden after informing the Chief Warden and Director.**
- 38) Any form of creating sound pollution including playing music loudly is not allowed. Student has to take prior permission in case he/she wants to celebrate any party in his/her room. Any celebration without permission will be treated as illegal and strict disciplinary action may be initiated against him/her.
- 39) Students are not allowed to play outdoor games such as cricket, football, volleyball etc. in the inter lawn, wings, galleries, or any other place in the premises of the hostel.
- 40) Students are prohibited from screening/keeping obscene literature/ video films in the possession. Any violation in this regard will result in strict disciplinary action.
- 41) In case of any health problem, students are advised to contact Institute Dispensary first. However, if the Institute doctor refers to other Hospital or Nursing home, the expenditure on his/her treatment will be borne by the student. Institute will not be responsible for any expenditure. However, the Wardens will help in getting the right treatment and any other logistic help from the Institute.

- 42) Students are advised to report in-writing regarding any civil or electrical maintenance problem to the Care Taker of the respective hostel in the Hostel Maintenance register kept in the Hostel Office and get the complaint number. Please refer to this complaint number for any follow up action or reminder.
- 43) **Use of motorized vehicle in the Institute and hostel premises are strictly banned for the students. Any student not obeying the same will be severely punished and may be terminated even from the Institute.**
- 44) Hostel gate will close at 08:30 P.M. for all days. Entry to hostel beyond this time shall be penalized.
- 45) Visiting Hours: 12.00 noon to 2.00 P.M., and 4:00 P.M. to 7:00 P.M.
The students must make entry in the "In/Out Register" kept in the hostel.

Disciplinary action may be taken if a student returns to the hostel after 08:30 P.M. without prior permission. Student has to submit his/her institute identity card (I-card) to the security guard of the respective hostel after which only he/she will be allowed to enter into the hostel.

- 46) No male visitor is allowed to enter the Girls' hostel without prior permission of the Chief Warden. Similarly no female visitor is allowed to enter the Boys' hostel without prior permission of the Chief Warden.
- 47) The Girls students are prohibited in the area beyond hospital gate towards university quarters (till the gate which opens opposite Tilak Hostel) as there is no institute security guard in that area. In case of any misshappening in the area with the students, the responsibility does not lie with the Institute Authorities.
- 48) Courier/post of inmates may be received by care taker in absence of student in the hostel. In case of any lost items, Care Takers/Warden will not be responsible.
- 49) Students are not allowed to go on terrace or roof top of the hostel.

(E) Additional Rules for First year Students as an Anti Ragging measure

- 1) The first year students must make entry in the "In/Out Register" kept in the hostel.

No visitor is allowed to enter in the hostel without prior permission of the Chief Warden/Warden of the concerned hostel.

- 2) No student is allowed to leave the hostel premises without prior permission of the hostel warden. He/she has to apply in the hostel

office in a prescribed format one-day in advance of his/her date of departure for taking the permission to leave the hostel.

- 3) Students will only be allowed to go home or other places if her/she is permitted by the Hostel Warden and His/her parents personally give their consent. The parents should give an emergency contact number (only local person), if available. The emergency number will be contacted by the hostel authorities only in case of emergency.
- 4) First year students are advised not to close their rooms with inside lock during day time.
- 5) Students are advised to file complaint of any problem in the prescribed complaint register kept in the Hostel office.
- 6) In case of any health problem students are advised to approach Medical Officer of the institute or Doctor on duty, immediately.
- 7) They are advised to contact hostel Warden or faculty member on duty for any kind of help.

(F) Mess Rules

- 1) Every student residing in the hostel must join the mess attached and take the meal in the allocated space for the mess.
- 2) Student has to pay the requisite mess fee in the hostel as a part of academic registration at the start of new semester, in case he/she wants to reside in the hostel. Exemption of mess fee on any ground is not allowed.
- 3) **There will be a "Mess Management Committee (MMC)" in each mess of the hostel.**

(i) **Wardens : Convener**

(ii) **Mess Secretaries (Students) : Member**

(iii) **Mess Manager (Student) : Member**

(iv) **Student Representatives (3-5) : Members.**

The Mess Secretaries (two or three for one mess), Mess Manager, Student representatives, should be appointed by the Hostel Wardens through interview after inviting applications. The notification of mess secretary, manager and representatives with a copy to Chief Warden should be made within 20 days of the start of the academic session. The committee, if wants to introduce anything new should send its recommendations to the concerned Chief Warden (Boys' or Girls') who will decide the matter in view of maintaining uniformity in all the hostels. After two months Warden can rotate mess secretaries for smooth running of mess. Cheque may be issued in the name of one Mess Secretary/Manager for two months on rotation basis for one mess for vegetable etc. Mess Secretary will monitor and

keep the records for giving and Store keeper/mess worker will keep records receiving of payments and expenditure with proper bills. Bills should be handed over to Accountant of the hostel.

To give experience to more students about cooperative mess, Mess Secretaries/Managers should be fresh (first time appointed) as far as possible.

Duties of Mess Manager:

- (i) **Monitoring of Mess cleanliness**
 - (ii) **Look after problem related to mess area and report to Care taker/Warden**
 - (iii) **Monitoring duties of sending students representative for vegetable purchase**
- 4) No student is allowed to take meal or utensils to their rooms. Heavy penalty will be imposed if this rule is violated. Only under special circumstances such as severe illness with the permission by the Hostel Warden, the student may be allowed to take food in his/her room.
 - 5) Student if not taking food, will not be given exceptional treatment (like giving extra milk, fruits etc.) in lieu of paying mess bill.
 - 6) Individual cooking is not permitted. The students are not allowed to cook anything in their rooms.
 - 7) **Every inmate of the hostel shall pay the mess bill, cleaning charge of rooms and other charges, if any. These charges will be deducted from the mess fee deposit of the student.**
 - 8) Student has to deposit any additional mess fee in case of short of amount during the semester as per notified schedule, failing which fine will be imposed as decided by the Hostel Authority.
 - 9) The approved rules regarding mess rebate will be applicable to all the inmates of the hostel.
 - 10) Mess exemption on medical ground under extraordinary situation will be allowed with payment of service charge as decided by the Hostel Authority.
 - 11) Whenever a student is applying for rebate on medical grounds, he/she must submit a copy of medical certificate by the Medical Officer of the Institute or by the external doctor, if it is advised so by the institute doctor.
 - 12) There will be fixed slots for breakfast, lunch and dinner as notified in the hostel mess. No student can force mess staff or hostel management committee for food after allotted time slot.

Timing of Mess- Breakfast: 7:30 AM – 9:30 AM

Lunch: 12:30 PM – 2:30 PM

Tea/snacks : 5:30 PM – 6:30 PM

Dinner: 8:00 PM – 9:30 PM

Any extension in timing is permissible with prior approval/notification of the Warden/Chief Warden (Boys/Girls) on account of Institute function etc.

- 1) Hostel ID card may be issued to check unauthorized entry in the mess violating the rules regulations and create the indiscipline scenario in the mess. On this context, it is compulsory on the part of student to enter the mess with hostel Identity card in order to avoid unpleasant situation inside the mess. Warning and fine of Rs 500/- can be imposed on violation of this rule by the Warden.

(G) Guests

- 1) Guests are not permitted to stay in the room of the students.
- 2) The student must get permission for keeping his/her guest in the guest room of the hostel from the concerned Warden.
- 3) Executive Development Center (EDC) facility for one/two days stay may be obtained from O.C. - EDC through the concerned Warden, for parents/guardians only.
- 4) Female guests are not permitted to stay in the Boy's Hostel. Likewise male guests are not allowed to stay in the Girl's hostel.
- 5) A boarder keeping a guest without permission is liable to disciplinary action.

(H) Damages and Recovery

- 1) Rough handling of dining hall furniture, room furniture or any furniture/property or fittings of the hostel is strictly forbidden.
- 2) The cost of damages will be recovered in the following manner:
 - (i) If any individual or group is identified to have caused the damage, double cost will be recovered from him/her/group.
 - (ii) If damage is done in one of the hostel rooms and the person(s) is/are not identified, then double cost will be recovered from the room-mates collectively.
 - (iii) If damage is done outside the rooms i.e., in common places like corridors, bathrooms, recreation halls, mess etc., and the person(s) is/are not identified, then double cost will be recovered, floor wise or block wise or on the whole, as the case may be.
- 3) Repetition of damage to the hostel property will result in expulsion from the hostel.

(I) Hostel in Summer Vacation

- 1) All students have to vacate their rooms before proceeding on summer vacation on or before schedule date as notified.
- 2) A separate clock room will be made available to keep their belongings while proceeding on vacation. Personal belongings should be placed inside locked suitcases, trunks/boxes and should bear complete details. The items kept inside the room are to be entered in the note book kept by the Care Taker of the hostel.
- 3) Students who have kept their belongings in the clock room should positively report on the day of registration and move to their new allotted rooms. Students who come late will not be entertained for any loss of property and will be penalized.
- 4) Students who have vacated should not enter the hostel without prior permission from Hostel Authorities.
- 5) Any student desirous of room in summer hostel during the vacation must seek prior permission of the Chief Warden.

(J) Disciplinary Actions

The Institute has Proctorial board to deal with all types of disciplinary actions on the students. However, hostel wardens can impose following preliminary punishment for early action on any act of indiscipline in the hostel.

- (i) Respective hostel wardens of the student can issue warning and/or impose fine up to Rs. 1000/- as recommended by the Warden Committee of the hostel. A copy of such punishment must be notified in the hostel notice board with a copy to respective Chief Warden, Chief Proctor, Head of the Department of the concerned student and his/her parents for information and further necessary action. Such fine must be deposited by the student in the concerned hostel account within 15-days of the notifications.
- (ii) A Warden of the hostel can forward the case of indiscipline with his/her recommendations to the concerned Chief Warden. Warden can call Hostel Management Committee (HMC) meeting under the Chairmanship of the Chief Warden for decisions on the act of indiscipline. The Chief Warden can issue warning and/or impose financial punishment as recommended by the Warden or as per decision of the HMC. A copy of such punishment must be notified in the hostel notice board with a copy to the respective Hostel Wardens, Chief Warden, Chief Proctor, Head of the Department of the concerned student and his/her parents for information and further necessary action. Such fine must be deposited by the student in the concerned hostel account within 15-days of the notifications.
- (iii) Chief Warden on recommendations of the Warden, can temporarily suspend a student from the hostel for a limited period of time.

- (iv) If the gravity of the indiscipline is high and Wardens feels the matter to be decided at the higher level in the larger interests of the students and the institute, it should be referred to the Proctorial board through Chief Warden for necessary action.

(K) Anti-Ragging Rules

Ragging in any form is a cognizable offence and severely punishable as per the Supreme Court directives leading to expulsion from the Hostel and the disciplinary action may culminate in his/her expulsion from the Institute as well. The Institute administration may report incidents of ragging to the Police for taking appropriate action under the law.

UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009

(i) What Constitutes Ragging –

Ragging constitutes one or more of any of the following acts :

- (a) Any conduct by any student or students by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student.
- (b) Indulging in rowdy or indiscipline activities by any student or students which causes or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student.
- (c) Asking any student to do any thing at which such student will not in the ordinary course do and which has the effect of causing or generation a sense of shame, or torment embarrassment so as to adversely affect the physique or psyche of such fresher or any other student.
- (d) Any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other student or a fresher.
- (e) Exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students.
- (f) Any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students.
- (g) Any act of physical abuse including all variants of it: sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person.
- (h) Any act or abuse by spoken words, emails, post, public insults which would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfort to fresher or any other student.

(i) Any act that affects the mental health and self-confidence of a fresher or any other student with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student.

(j) Any act as defined in new UGC/HRRD guidelines.

(ii) Administrative action if found guilty of Ragging–

(a) Suspension from attending classes and academic privileges.

(b) Withholding/withdrawing scholarship/fellowship and other benefits.

(c) Debarring from appearing in any test/examination or other evaluation process.

(d) Withholding results.

(e) Debarring from representing the Institution in any regional, national or international meet, tournament, youth festival, etc.

(f) Suspension/expulsion from the hostel.

(g) Cancellation of admission.

(h) Rustication from the Institution for period ranging from 1 to 4 semesters.

(i) Expulsion from the Institution and consequent debarring from admission to any other Institution for a specified period. Provided that where the persons committing or abetting the act of ragging are not identified, the Institution shall resort to collective punishment.

(j) **Police action as per Government of India rules.**

(L) Important Contact Numbers

Director Office	:	0532-2271003	
Registrar Office	:	0532-227-1012	
Health Center	:	0532-227-1090, 1089	
Security Office	:	0532-227-1110	(at Saraswati gate)
24 x 7 Helpline	:	9839246649	(at Security office)

Hostel Contact Numbers

S. No.	Name of Hostel	Contact number
1.	Swami Vivekanand Boys' Hostel	227-1118
2.	PG Hostel and Bachelor Flat	227-1121
3.	K.N. Girls Hostel	227-1126
4.	S.N. Girls Hostel	227-1123
5.	International House (B-block) and Bachelor's Flat	227-1141
6.	R.N. Tagore Hostel	227-1137
7.	C.V. Raman Hostel	227-1139
8.	M.M. Malviya Hostel	227-1129
9.	B.G. Tilak Hostel	227-1133
10.	S.V. Patel Hostel	227-1135
11.	P.D. Tandon Hostel	227-1131
12.	Chief Warden Office	227-1117, 1116

(M) Members of Wardens Council

Name	Designation	House No.	PBX		Email @mnnit.ac.in
			(O)	(R)	
Prof. Vijaya Bhadauria	Chief Warden (Girls Hostel)	A-5	1457	1605	vijaya
Prof. Shiv Datt Kumar	Chief Warden (Boys Hostel)	B-06	1252	1656	sdt
Swami Vivekanada Boys' Hostel					
Dr. Nekram Rawal	Warden	B-23	1320	1673	nrrawal
Dr. Naresh Kumar	Warden	C-14	1271	1714	nsisodia
Dr. Sahadeo Padhye	Warden	C-26	1257	1726	sahadeo
Dr. Divya Kumar	Warden	IH-303	1370	---	divyak
Dr. Manohar Yadav	Warden	IH-306	1344	---	ssmyadav
Office	Caretaker	---	1118	---	

PG Hostel					
Dr. Animesh Kumar Ojha	Warden	C-67	1272	1767	animesh
Dr. Vijay Kumar	Warden	IH-301	1328		vkr
Office	Care taker	---	1121		---
M.M. Malviya Hostel					
Dr. Ram Ji Dwivedi	Warden	D-4	1343	---	ramjid
Dr. V.P. Singh	Warden	IH-310	1325	----	vps15783
Sri Anant Kumar Tiwari	Caretaker	G-71	1129	1891	---
P.D. Tandon Hostel					
Dr. Ranvijay	Warden	C-68	1366	1768	ranvijay
Dr. Navneet Kumar Singh	Warden	C-24	1415	1724	navneet
Office	Caretaker	---	1131	---	---
B.G. Tilak Hostel					
Dr. Basant Kumar	Warden	C-15	1466	1715	singhbasant
Dr. Arun Prakash	Warden	IH-111	1468	---	arun
Sri Vinod Kumar	Caretaker	---	1133	---	---
S.V. Patel Hostel					
Dr. Manish Gupta	Warden	C-50	1528	1750	mgupta
Dr. Dushyant Kumar Singh	Warden	D-11	1371	1811	dushyant
Sri Vinod Kumar	Caretaker	---	1135	---	---
R.N. Tagore Hostel					
Dr. Ashutosh Pandey	Warden	W-7	1287	1697	apandey
Dr. Sameer Srivastava	Warden	IH-307	1242	---	sameers

Sri Amrit Lal	Caretaker	G-22	1137	1842	---
C.V. Raman Hostel					
Dr. Yogendra K.Prajapati	Warden	D-16	1469	1816	yogendrapra
Dr. Ambak Kumar Rai	Warden	IH-110	1241	---	ambakrai
Office	Caretaker	---	1139	---	---
K.N. Girls Hostel					
Dr. Manisha Sachan	Warden	C-60	1237	1760	manishas
Dr. Shalinee Shukla	Warden	C-61	1324	1761	sshukla
Mrs. Beena Singh	Care Taker	D-5	1126	1805	---
S.N. Girls Hostel & International House (B-block)					
Dr. Radharani Mewaram	Warden	IH-006	1240	---	radharaani1982
Dr. Rajitha B.	Warden	D-10	1375	1810	rajitha
Office	Caretaker (SNGH)	---	1123	---	---
Office	Caretaker (IH-B)	---	1141	---	---
Delegacy					
Dr. Pitam Singh	Warden	C-31	1258	1731	pitams

STUDENT ACTIVITY CENTRE (SAC)

The Student Activity Centre (SAC) at MNNIT Allahabad is the main hub of enormous extra-curricular and co-curricular activities. The SAC, has played a key role in grooming the everyday lives of MNNITians, cultivating and nurturing their extra-curricular talents. It seeks to develop qualities of leadership amongst students to advance the general cause of the student body. Various activities of the SAC are coordinated by the concerned faculty in-charge through coordinators, captains/secretaries, student committees, etc. Students are exposed to almost all the extracurricular activities including cultural, technical, literary, programming and sports events, providing an active and vibrant life. Since the time of its establishment the SAC has strived to motivate the students to be a good leader and a good human being.

SPORTS ACTIVITIES

S. N.	Activities	S. N.	Activities
1.	Athletics	9.	Chess
2.	Kabaddi	10.	Kho-Kho
3.	Badminton	11.	Cricket
4.	Lawn-Tennis	12.	Volleyball
5.	Basketball	13.	Football
6.	Skating	14.	Yoga
7.	Carom	15.	Gym. Activity
8.	Table-Tennis	16.	Taekwondo/Karate

OTHER ACTIVITIES

S. N.	Activities	S. N.	Activities
1.	Literary	8.	Dramatics
2.	Photography	9.	Quiz
3.	Robotics	10.	Design & web development
4.	Astronomy	11.	Dance
5.	Aero Modeling	12.	Media
6.	Movie	13.	Music
7.	Painting	14.	Personality grooming

COACHES / TRAINERS

To nurture the talent of the students, institute regularly engage inspiring and motivating coaches/trainers for different sports events to transform the beginners into best ones.

S. N.	Activities
1.	Trainer- Yoga
2.	Coach- Athletics
3.	Trainer- Basketball
4.	Trainer- Badminton
5.	Trainer- Tennis
6.	Trainer-Girl's SAC
7.	Coach- Volley Ball
8.	Trainer- Music
9.	Trainer –Dramatics

INFRASTRUCTURE & FACILITIES FOR THE STUDENTS

INDOOR (BOYS/GIRLS)

- 1. GYM. - (BOYS) AT GYMKHANA**
POWER LIFTING, MULTY STATION GYM, TRAMPOLINE & WEIGHT TRAINING EQUIPMENTS ETC.
- 2. STUDENTS ACTIVITIES (GIRLS) ADJACENT TO GYMKHANA**
(A) GYM - SPIN CYCLE, MAGNETIC CYCLE, TREADMILL, CERAGEM ETC.
(B) MUSIC- TABLA, HARMONIUM, GITAR, DHOLAK
(C) SPORTS – T.T.,CAROM, CHESS & BADMINTON
- 3. STUDENTS ACTIVITIES (BOYS) AT SAC BUILDING**
(A) MUSIC ROOM 1 (G) CHESS ROOMS 1
(B) T.T. ROOM 1 (H) CAROM ROOM 1
(C) READING ROOM 2
(D) ROBOTICS ROOM 1
(E) PHOTOGRAPHY ROOM 1
(F) CONFERENCE ROOM 2

OUT- DOOR (BOYS/GIRLS)

1. BASKETBALL COURT 1 NO.
2. BADMINTON COURT 2 NOS.
3. VOLLEYBALL COURT 2 NOS.
4. KABADDI COURT 1 NO.

5. KHO-KHO COURT 1 NO. 6. SKATING ARENA 1 NO.
7. LAWN-TENNIS COURTS 4 NOS. 8. CRICKET NET PRACTICE PITCH 1 NO.
9. CRICKET GROUND 1 NO. 10. 400 M STD. TRACK OF 8 LANE 1 NO
11. FOOTBALL GROUND 1 NO. 12. TAEKWONDO ARENA 1 NO
13. SWIMMING POOL 1 NO.(Under Renovation)

ACTIVITIES UNDERTAKEN BY STUDENT ACTIVITY CENTER

Based on the previous year activities reports following are the tentative schedule of events to be held under the SAC.

Sl. No.	Events	Tentative schedule
1.	Open selection for the formation of different teams/committee	July-August, 2018
2.	Personality grooming event	August-Sept., 2018
3.	AVISHKAR (Institute Techno-management Festival)	Sept. 2018
4.	Annual Athletic Meet	Oct. 2018
5.	Josh & J. Lal (Inter & Intra College Sports Festival)	Jan.-Feb. 2019
6.	ELOQUENCE (Institute Literary Festival)	Feb.-March 2019
7.	CULRAV (Institute Annual Cultural Festival)	April 2019
8.	Techno Trophy Soft Ball Night Cricket Tournament	April-May 2019

Apart from above the SAC organize events of MHRD (International Yoga Day, Yaad Karo Qurbani, Rashtriya Ekta Saptah, Constitutional Day, etc.), SPICMACAY events, Quizes, etc.

ACTIVITIES OUTSIDE INSTITUTE

Institute's Teams and individual students can participate in various events in other institutions, such as All India Inter-NIT Sports Meet at different NIT's (Athletics/TT/Badminton, Volleyball, Basketball, Football, Cricket etc.), UDGHOSH, ANTARAGNI and TECHKRITI at IIT Kanpur, TECHNEX and SPARDHA at IIT BHU, THOMSO, COGNIZANCE and SANGRAM at IIT Roorkee, Technical festival and JAGRITI YATRA IIT Bombay, KSHITIJ at IIT Kharagpur etc.

CONTACT:

President SAC

Dr. Rajesh Gupta, Professor,
Electrical Engineering Department,
Ph. +91 532 2271410, Email: rajeshgupta@mnnit.ac.in

SAS Officer

Dr. S. P. Verma
Ph. +91 532 2271099
Email: spvsports@gmail.com
Gymkhana and Girls' SAC, Ph. +91 532 2271099
S.A.C. Office- and Boys' SAC, Ph. +91 532 2271098

**MOTILAL NEHRU NATIONAL INSTITUTE OF TECHNOLOGY
ALLAHABAD – 211004 (INDIA)**

Date:.....

HOSTEL LEAVING FORM

I....., S/o/D/o.....
is a student in B. Tech. year, Reg. No..... of
MNNIT, Allahabad and reside in Room No. of the
Hostel..... I may be permitted to leave the hostel
on..... from date/ timing..... to date &
timing.....

Vehicle no. (if available) :

Driver Name :

Signature of the Parent /Guardian

Signature of the Student

Mob. No.

Mob. No. :

Relation with student

Caretaker

Warden

**MOTILAL NEHRU NATIONAL INSTITUTE OF TECHNOLOGY
ALLAHABAD – 211004 (INDIA)**

Date:

HOSTEL RESIDENT CERTIFICATE

Certified that Mr/Ms..... Son/daughter of
..... Reg. No B. Tech. year
Branch..... is residing in the Room No.
of Hostel during the session.....

Caretaker

Warden

MOTILAL NEHRU NATIONAL INSTITUTE OF TECHNOLOGY
ALLAHABAD – 211004 (INDIA)

Dated :.....

MESS FEE CERTIFICATE

Certified that Mr/Ms..... Son/daughter of
..... Reg. No. B.
Tech. Year Branch..... is residing in Room
No. of Hostel of the Institute
and his/her mess fee is Rs..... per semester as
per mess fee structure for the academic session

Caretaker

Warden

MOTILAL NEHRU NATIONAL INSTITUTE OF TECHNOLOGY,
ALLAHABAD – 211004 (INDIA)

FORMAT FOR LEAVE OR MESS REBATE

Name:.....Reg. No.
Name of the hostel:.....
Room No.:.....Mob. No.
Purpose of leave : From : To.....
Period of leave

Signature of Student

- Note :** 1. Mess rebate will not be applicable for less than 5 days.
Student must inform the care taker at least one day before.
2. This format should be deposited in Warden's Office.



मोतीलाल नेहरू राष्ट्रीय प्रौद्योगिकी संस्थान इलाहाबाद
इलाहाबाद-211004 (भारत)

Motilal Nehru National Institute of Technology Allahabad
Allahabad - 211 004 (India)