

GENERAL CONDITIONS FOR ACCOMMODATION

A. Order of Priority:

First year students and Fourth Year students who are from outside the Jaffna District will be considered for accommodation.

B. Period of Accommodation:

Students will be given accommodation for a maximum of **One Year** at a time.

C. Rules and regulations in of the Hostel

1. Ragging is strictly prohibited inside the hostel premises.
2. The students should be respectfully dressed on leaving the room for any purpose.
3. 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.
4. 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 Sub-Warden/Warden of the Hostel.
5. 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.
6. Resident students are not permitted to invite any outside person to address any meeting in the hostel without written permission of the Warden/Dean.
7. Students are expected to switch off the lights and fans in their rooms every time they go out and take precautions to economies electricity consumption. The students are not permitted to use any private electrical appliances and other similar appliances are prohibited. Boarders are warned against tempering with electric installation and for all electric repairs the electrician should be called in.
8. Student should not drive nails, screws etc. into the wall or doors. No repair shall be done by the students themselves. They should approach the Sub Warden who will arrange for repairs.
9. Male students are strictly forbidden from entering the Girls' Hostel and female students from entering Boy's Hostel.

10. 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. Any student found consuming such thing or in a drunken state in the hostel will render himself liable for strict disciplinary action, including expulsion/rustication from Hostel/Faculty.
11. Any form of creating sound pollution including playing music loudly is not allowed. Any celebration will be treated as illegal and any action may be initiated against him.
12. Every student shall keep the room allotted to him / her clean and neat. He / She shall take proper care of the furniture and fixtures handed over to him / her. The hostel authorities have the right to enter and inspect the rooms at any time, even in the absence of students.
13. Students should not use abusive/foul language.
14. Any combined activities should be held in the open space with the permission of the Wardens and Assistant Registrar / Welfare Services through respective Sub Wardens.
15. Drinking water should be used only for drinking purposes.
16. All wastes including sanitary pads and left over food should be disposed in containers kept for the specific purpose and they should not be thrown indiscriminately all over the hostel leading to un – hygienic consequences and blocking of the waste water channels.

Damages and Recovery

1. Rough handling of 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:
 - a. If any individual or group is identified to have caused the damage, double the cost will be recovered from him/her/group.
 - b. If damage is done in anyone of the rooms and the person(s) is / are not identified then double the cost will be recovered from the room-mates collectively.
 - c. If a damage is done outside the rooms i.e., in common places like corridors, bathrooms, lecture halls, canteen etc., and the person(s) is/ are not identified, then double the cost will be recovered, floor wise or block wise or on the whole, as the case may be. Repetition of damage to the hostel property will result in expulsion from the hostel.



UNIVERSITY OF JAFFNA. SRI LANKA.

HOSTEL REGISTRATION FORM

Affix your
Passport
size
Photograph
here

How to complete the form:

- 1. Please write in BLOCK LETTERS.
- 2. One (1) passport-size colour photograph.

STUDENT PARTICULARS

- 1. Full Name:
- 2. Sur Name:
- 3. Residential Address:
- 4. **a.** Residential District: **b.** GS Division: **c.** DS Division:
- 5. **a.** Sex : Male / Female **b.** Date of Birth: **c.** NIC No:
- 6. **a.** University Reg. No: **b.** Faculty :
- 7. **a.** Course of Study : **b.** Year of Study :
- 8. **a.** Contact No:..... **b.** E Mail ID:
- 9. Whether the Candidate has any Medical History of Ailments: Yes / No
(If Yes, Please state briefly & Attach Medical Certificate).....

PERSON TO CONTACT IN CASE OF EMERGENCY

Name: Relationship:

Address:..... Phone No:

Police Station Near By Your Home Town:

DECLARATION TO BE SIGNED BY THE STUDENT

I have read all the Rules and Regulations of the Hostel annexed with this application form carefully. 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.

Signature of Student: Date:

RECOMMENDATION OF THE DEAN

Recommended / Not Recommended

.....
Signature of the Dean Date

FOR STUDENTS WELFARE DIVISION

This student is admitted to the hostel / not admitted.

.....
Signature of the Assistant Registrar / Welfare Services Date

FOR OFFICE USE ONLY

Room No:	Admitted to Hostel on:
Room handed over with the following	
1.	2. 3.....
4	5. 6.....
Signature of the Sub Warden:.....	Date:.....