



PANJAB UNIVERSITY, CHANDIGARH

(NAAC Rating A++)

Home to Ultimate Goal **2026-27**



HOSTEL MANUAL 2026-27

DEAN STUDENT WELFARE
PANJAB UNIVERSITY, CHANDIGARH-160014
www.hostels.puchd.ac.in | hms.puchd.ac.in



VISION

To attain and retain coveted position as a premier world-class higher education institution engaged in development and dissemination of transformative knowledge to create future intellectuals, leaders and innovators.

MISSION

In consonance with the Vision, the Mission of University is to :

1. **Attract** brilliant minds and to educate them towards all round development and to transform them as confident, competent and ethical citizens with distinct academic and professional excellence.
2. **Introduce** newer teaching programs in line with national and global priorities. Promote effective and inclusive teaching, training and assessment through online platforms.
3. **Create** new, socially relevant knowledge to address societal needs and challenges.
4. **Provide** congenial ecosystem with cutting edge infrastructure for quality teaching and research with a view to develop core competency for sustainable growth.
5. **Undertake** and encourage basic and applied research within and across disciplines with inter-departmental and intra/inter-institutional collaborations.
6. **Induct** and retain highly talented, dedicated faculty and staff.
7. **Improve** quality of teaching and research, upgrade class-rooms, laboratories, infrastructure and library facilities in affiliated colleges of Panjab University.
8. **Introduce** steps to enhance transparency, efficiency and accountability in administrative system.
9. **Promote** equal access and treatment for all and encourage an egalitarian, inclusive and a safe environment, free of inequity in accordance with University values and national policies.

About Panjab University

One of the oldest Universities in India, the Panjab University (PU), established at Lahore in 1882, has a long tradition of pursuing excellence in teaching and research in science and technology, humanities, social sciences, performing arts and sports. The University supports excellence and innovation in academic programmes and promotes excellence in research, scholarship and teaching. In independent India, Panjab University, with its campus in Chandigarh and nearly 202 affiliated colleges in Punjab state and Chandigarh U.T., has served various societal needs with distinction. The glorious traditions of the University, established during the period of more than 140 years of its long service to the nation since its inception, are a source of inspiration for the present generation of faculty members and students.

By virtue of its history, experience, achievements and philosophy, the Panjab University has a national character, and it enjoys an international stature, drawing both faculty and students from all over the country and different parts of the globe. Its faculty includes some of the most distinguished scientists and academicians. It continues to attract celebrated scholars to the campus. Over the years, the reputation of the Panjab University has grown to emerge as an institution at the pinnacle in innovative teaching, research and community outreach. The academic institutes on the campus and four Regional Centres are grouped under the Faculties of Arts, Science, Languages, Law, Education and Fine Arts, Business Management and Commerce, Engineering and Technology, Medical Sciences, Pharmaceutical Sciences, Dairying and Animal Husbandry and Agriculture. Most of the departments have their own specialised libraries, and the working period runs for at least 180 days in a year. The University School of Open Learning, a multi-disciplinary department, caters to more than 14,000 distance learners and offers over 25 traditional and job-oriented courses.

The University continues to receive recognition at the national and international levels for its academic excellence. In the National Institutional Ranking Framework (NIRF) 2025, Panjab University secured the 35th rank among Indian universities. It has been accredited by NAAC with an A++ Grade, securing a CGPA of 3.68 on a four-point scale. In the QS World University Rankings 2026, the University has been placed in the 901-950 band, while in the Times Higher Education (THE) World University Rankings 2025, it is ranked in the 601-800 band.



The Panjab University Residence Halls

A Legacy of Learning and Community

Established in 1882 at Lahore (then part of British India), Panjab University is one of India's oldest and most distinguished institutions of higher learning. Following the Partition of India in 1947, the University was re-established in Chandigarh during the 1950s, continuing its rich legacy of academic excellence, research and nation-building.

As the University expanded and attracted students from Punjab, Haryana, Himachal Pradesh, Jammu & Kashmir, Chandigarh and other parts of the country, the need for quality residential accommodation grew steadily. The University's residential journey began with Boys' Hostel No. 1, now known as Mehr Chand Mahajan Hall, whose foundation stone was laid on March 30, 1958 by Shri C. P. N. Singh, Governor of Punjab and Chancellor of Panjab University. The residential campus was designed by Swiss architect Pierre Jeanneret, who served as chief architect for much of Chandigarh after Le Corbusier prepared the city's master plan. From this modest beginning, the University's residential system has evolved into one of the largest and most vibrant university hostel networks in India.

Today, Panjab University has twenty-one Residence Halls comprising eight for boys, eleven for girls, one Working Women Hostel and one International Hostel, providing accommodation to nearly 7,600 students. The Residence Halls are named after eminent personalities whose lives and achievements continue to inspire generations of students. These include Mehr Chand Mahajan, G. C. Chatterji, Shanti Swarup Bhatnagar, Sardar Vallabhbhai Patel, Lala Lajpat Rai, Justice Teja Singh Samundari, Swami Vivekananda, Baba Banda Singh Bahadur, Mata Gujri, Rani Lakshmibai, Sarojini Naidu, Kasturba Gandhi, Mata Savitribai Phule, Mother Teresa, Bebe Nanki, Florence Nightingale, Amrita Pritam, Neerja Bhanot, Devi Ahilyabai, Sushila Nayyar and Sarvdaman Chowla. Together, these names reflect the University's commitment to honouring leaders, scientists, educationists, social reformers, literary icons and national heroes whose values continue to inspire the hostel community.

Administered by the Office of the Dean of Student Welfare, the Residence Halls provide a safe, secure, inclusive and student-centric environment where learning extends beyond the classroom. Each hall functions under the guidance of a Warden, supported by dedicated staff committed to the welfare, safety and overall development of every resident.

Every Residence Hall is equipped with well-furnished rooms, dining halls and canteens providing hygienic food, visitors' lounge, reading rooms, Wi-Fi connectivity, common rooms with audio-video equipments, gymnasiums, and facilities for indoor and outdoor sports. Nutritious and balanced meals are served under the guidance of the University Dietician in consultation with the respective Mess Committees, while landscaped surroundings and well-maintained infrastructure create a pleasant and conducive living environment.

Life in the Residence Halls extends far beyond accommodation. Throughout the academic year, residents participate in cultural, literary, social and sporting activities, organised on Inaugural Day, Annual Day, Sports Day, Lohri, Diwali, Teej and other festivals. These activities foster leadership, creativity, teamwork, mutual respect and a spirit of community living among students from diverse backgrounds.

More than a place of residence, the Panjab University Residence Halls are a home away from home. They nurture independence, discipline, responsibility and lifelong friendships while instilling the values of integrity, cooperation, tolerance and service. For generations, the Residence Halls have played a vital role in shaping confident professionals, responsible citizens and compassionate leaders, reflecting Panjab University's enduring commitment to holistic education and student welfare.

"The Residence Halls of Panjab University are not merely places to live-they are communities where character is built, friendships flourish, traditions endure, and the foundations of a meaningful life are laid."

A Note from the Vice Chancellor



Dear Students,

Panjab University takes great pride in its rich heritage of academic excellence, inclusivity, and commitment to the holistic development of its students. As we welcome a new academic session 2026-27, I extend my warm greetings and best wishes to all students who have chosen to become part of the Panjab University family.

University life is a transformative phase that goes beyond classroom learning. It offers opportunities to cultivate intellectual curiosity, develop leadership qualities, build meaningful relationships, and embrace the values of diversity and mutual respect. Our hostels are an integral part of this experience, providing a nurturing environment where students learn the importance of community living, discipline, cooperation, and personal responsibility.

The well-being, safety, and security of our students continue to remain our foremost priority. Panjab University has consistently strengthened its support systems and infrastructure to ensure that hostel residents enjoy a secure, healthy, and conducive living environment. Dedicated wardens, hostel staff, security personnel, surveillance mechanisms, and student support services work together to address concerns promptly and effectively.

This Hostel Manual has been prepared to guide residents in maintaining an atmosphere of harmony, respect, and shared responsibility within the hostel community. The rules and regulations contained herein are intended not merely as administrative requirements but as essential measures to safeguard the rights, dignity, and welfare of every resident. I encourage all students to familiarize themselves with these provisions and to uphold them in both letter and spirit.

I also urge hostel residents to make full use of the opportunities available on campus-academic, cultural, sporting, and extracurricular-to enrich their university experience. Your years at Panjab University should be marked not only by academic achievement but also by personal growth, social awareness, and a commitment to excellence.

As you embark upon this new chapter, I wish you a rewarding, productive, and memorable stay at Panjab University. May your journey here be filled with learning, discovery, and success.

Best Wishes,

Prof. (Dr.) Renu Vig

Vice Chancellor

Panjab University, Chandigarh

Message from the Dean Students' Welfare



Dear Students,

It is my privilege to welcome you to the hostels of Panjab University, a vibrant residential community that has nurtured scholars, leaders, and responsible citizens for generations. As you begin this new chapter of your academic journey, I extend my heartfelt best wishes for a rewarding and memorable stay.

A hostel is much more than a place of residence, it is a space where learning extends beyond the classroom, friendships are forged, cultures are celebrated, and character is shaped. Our endeavour is to provide every resident with a safe, secure, inclusive, and comfortable environment, supported by quality facilities, hygienic and nutritious food, and opportunities to participate in cultural, literary, sports, and community activities.

We are committed to transparent, student-centric administration through technology-enabled services, including digital payment systems, and a participative model of hostel management that values dialogue, collaboration, and shared responsibility.

Your well-being remains our highest priority. A responsive grievance redressal mechanism is in place to ensure that your concerns are addressed promptly and fairly. The Office of the Dean of Students' Welfare, together with Wardens, and hostel staff, is always available to support you in matters relating to hostel life, academics, and student welfare.

This Hostel Manual serves as a guide to help us maintain a respectful, disciplined, and harmonious residential community. I encourage every resident to become familiar with its provisions and uphold the values of integrity, responsibility, mutual respect, and inclusiveness that define Panjab University.

I wish you academic success, lasting friendships, and a fulfilling hostel experience. May your years in the University hostels become among the most enriching and memorable of your life.

With warm regards and best wishes,

Prof. (Dr.) Y.K. Rawal

Dean Students' Welfare

Panjab University, Chandigarh

Message from the Dean Student Welfare (Women)



Dear Students,

Welcome to the hostels of Panjab University, Chandigarh.

The hostel is much more than a place of residence; it is a space where students from diverse backgrounds come together to learn, grow, and build lasting friendships. Hostel life offers valuable opportunities to develop independence, leadership, discipline, mutual respect, and a sense of community.

The rules and regulations contained in this Hostel Manual have been designed to ensure a safe, secure, inclusive, and conducive environment for all residents. Every student is expected to familiarize themselves with these guidelines and uphold them with sincerity and responsibility. Respect for fellow residents, hostel staff, university property, and institutional values is essential for maintaining harmony and fostering a positive residential culture.

Panjab University is committed to the holistic development of its students. Alongside academic excellence, we encourage active participation in co-curricular and extracurricular activities that nurture creativity, well-being, communication skills, and leadership. To promote student engagement and talent development, the Office of Dean Student Welfare has established five student clubs: the Photography Club, Mental Health Club, Dance and Music Club, Arts and Drama Club, and Literary Club. These clubs provide vibrant platforms for students to explore their interests, showcase their talents, develop new skills, and build meaningful connections with their peers. All hostel residents are encouraged to actively participate in the activities and events organized by these clubs and contribute to a dynamic and inclusive campus culture.

As members of the Panjab University community, each of you plays an important role in creating a vibrant, respectful, and supportive hostel environment. I am confident that your stay in the hostels will be enriching, rewarding, and filled with opportunities for personal and intellectual growth.

I wish you a successful academic journey and a memorable hostel experience.

With best wishes,

Prof. (Dr.) Namita Gupta

Dean Student Welfare (Women)

Panjab University, Chandigarh

Message from the Associate Dean Student Welfare



Dear Students,

Panjab University, Chandigarh, one of the most prestigious institutions is not merely a university but a bastion of academic excellence and a beacon of knowledge that has illuminated the minds of countless students over the decades. Today, the university stands as a testament to resilience and adaptation, qualities that mirror the spirit of its students and faculty. The campus of Panjab University is a vibrant hub of intellectual curiosity and innovation. It is home to more than 15,000 students from diverse backgrounds, all drawn together by a common pursuit of knowledge. The university offers a wide array of programs across various fields and each program is designed to not only impart knowledge but to cultivate critical thinking and foster a spirit of inquiry among students. What truly sets Panjab University apart is its commitment to research and innovation. The university and its research centres focus on cutting-edge topics, addressing both local and global challenges. Faculty members are not just educators but also pioneers in their respective fields. Their dedication to pushing the boundaries of knowledge inspires students to engage deeply with their subjects and contribute meaningfully to society.

Moreover, Panjab University takes pride in its emphasis on holistic development. Beyond academics, the university encourages participation in extracurricular activities, fostering leadership, teamwork, and creativity. It is through these platforms that students discover their passions, build lifelong friendships, and develop the skills necessary to thrive in an increasingly complex world. In conclusion, Panjab University is not just a place of learning; it is a community that nurtures dreams and aspirations. The hostel facility serves an important role in community development.

The hostel facility provides a melting pot of ideas and perspectives. It encourages students to engage with one another, promoting collaboration and camaraderie. This interaction not only enhances their academic pursuits but also shapes them into well-rounded individuals ready to face the world. Moreover, the hostel facility is equipped with essential amenities that support the holistic development of our students. It offers comfortable living spaces, study areas, and recreational facilities. These features are crucial in ensuring that students have access to a balanced lifestyle. When students are comfortable and supported, they are more likely to excel in their studies and contribute positively to campus life.

It is our collective responsibility to ensure that you, as future leaders, have a solid foundation upon which to build your dreams. Together, let us commit to supporting each other at Panjab University, Chandigarh and continue to be a beacon of comfort and community for all who walk through its doors. Thank you.

Prof. (Dr.) Kashmir Singh

Associate Dean Student Welfare

Panjab University, Chandigarh

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HOSTEL RULES AND CODE OF CONDUCT FOR RESIDENTS

(Effective from the 1st day of the opening of the University after the summer vacation and subject to the amendments as approved by the University Governing Body)

1. ADMISSION AND ELIGIBILITY

- 1.1 All rights of admission to the University Hostels are reserved with the Dean of Student Welfare. No student can claim admission as a right.
- 1.2 **Eligibility Criteria**
The hostel facility is extended to the bonafide students of Panjab University, staying beyond a distance of 40 km. only for the duration of their respective courses of study.
- 1.3 **The following category of students is not eligible;**
 - a) Day scholars residing within 40 kms distance (including those coming from Mohali, Sohana, Kharar, Kurali, Panchkula, Pinjore, Kalka, Derabassi, Zirakpur etc.).
 - b) Students studying in the evening classes (except final year law students who are not in any service/profession/occupation).
 - c) Students of part-time courses and correspondence courses, Diploma/Certificate courses of upto one-year duration.
 - d) College students and employed persons.
 - e) In case a student, after being admitted to the hostel, shifts to Evening Classes or ceases to be a student of the Department, or ceases to be eligible for hostel accommodation due to any other reason he/she will have to vacate the hostel within 3 days from the date he or she becomes ineligible.
 - f) Students engaged in any trade/profession/service/registered with the Bar Council of India for pursuing law practice in Courts are not entitled to Hostel accommodation.
 - g) No student shall seek admission to more than one hostel during an academic session.
 - h) Students who, after passing one professional course, seek admission in a non-professional postgraduate degree course shall not be considered for allotment of Hostel accommodation.
 - i) No Hostel Accommodation for parallel Courses
No such student who has completed his/her post-graduation in one subject & is seeking admission in another post graduation shall be entitled to hostel accommodation. In other words, hostel accommodation for parallel courses will not be permitted. Students seeking admission in vertical courses only will be entitled to hostel accommodation (e.g. students after completing B.Sc. can seek a hostel in M.Sc., Ph.D.; students after completing LL.B. can seek a hostel in LL.M and Ph.D. or students after completing M.A. can seek a hostel in M.Ed. and Ph.D. etc.)

2. PREFERENCES AND PRIORITIES

- 2.1 **Sports Category:** Sports Persons up to Grading 'B', subject to availability of accommodation, will be given preference for hostel accommodation.
- 2.2 **Prime Ministers Special Scholarship Scheme:** The students of J & K who get admission under 'Prime Minister's Special Scholarship Scheme for Jammu & Kashmir' will be given accommodation in the hostel on sharing basis. They will pay normal charges of the concerned hostel or equal to the amount he/she is entitled to as house rent if any (whichever is higher).
- 2.3 **Persons with Special Abilities - Differently Abled**
 - a) Divyangjan with physical disability of 70% and above are eligible for free accommodation in the University Hostels.
 - b) Divyangjan with physical disability of 40% and above but below 70% are eligible for only rent free accommodation in the University Hostels and the residents will have to pay all other charges.
 - c) All Divyangjan will have to pay mess/canteen charges and all refundable securities for accommodation on sharing basis.
 - d) Disability Certificate issued by Government Organization only is mandatory for the above benefits.

(The above rules are applicable to hostels BH-1 to 8 & GH-1 to 9).

3. AGE LIMIT

At the time of seeking admission in the hostel, the student should be less than 35 years of age as per the birth certificate or any other relevant proof of birth, Aadhar card or pan card.

4 ADMISSION AUTHORITY: (DSW/CHAIRMAN/WARDENS): Admission of the students to the University hostels will be made by the Chairpersons of the respective Teaching Departments. The students are required to apply for a hostel within three (3) days from the date of admission in the Department concerned. After three days his/her seat in the hostel shall stand forfeited and will be allotted to the next student on the hostel waiting list (please see point 21 for detailed information).

5 CHANGE IN DEPARTMENT : If a student shifts from one Department to another, his/her seat in the Hostel shall be cancelled by the Chairperson of the Department with intimation to the concerned Hostel Warden. The Student shall apply afresh for hostel accommodation in the Department to which he/she is admitted.

6 ADMISSION SESSION : Hostel Admission shall be sought afresh at the beginning of every academic session. A student may be refused admission if his/her conduct during his/her earlier stay in any of the hostels was not satisfactory or if he/she was a defaulter.

7 DROPPED/ FAILED AND DETAINED CASES: Any student who is not promoted to the next class (dropped/failed and detained) will not be eligible for hostel accommodation. Information in this regard has to be sent by the concerned Chairperson to the Warden.

8 ACADEMIC PERFORMANCE: Students securing less than 50% marks in the previous examination will be given hostel accommodation, subject to its availability, only.

9 EMPLOYMENT /WHOLE TIME OCCUPATION: A person who is in employment, in a profession or any other whole-time occupation other than in status for the course for which he/she has sought admission in the University shall not be entitled to hostel accommodation.

10 VERIFICATION OF CREDENTIALS: Only a Bonafide student will be permitted to avail hostel facility and for that purpose, the Warden concerned will send a list of the residents of every Department for verification to the respective Head of the Department every semester.

11 EXTENSION OF STAY: All Bonafide students will be considered for Hostel accommodation only for the duration of their respective courses of study. However, the extension, if any, can be granted based on valid reasons duly supported with documents and recommendations of the Chairperson of the concerned Department. Such an extension may be granted by the D.S.W. on daily charges.

12 ROOM ALLOTMENT

12.1 Rooms will be allotted by the Warden according to the plan prepared by the DSW/Warden(s)

12.2 Students will be provided hostel accommodation on sharing basis only.

12.3 A resident cannot shift from his/her allotted room to another room within the hostel without the permission of the Warden. Defaulters will be fined a minimum Rs. 500/-.

13 ADMISSION RULES FOR RESEARCH SCHOLARS

13.1 **Provisional Accommodation:** Research Scholars will be given provisional accommodation from the date of approval by the Department. However, they are required to submit a copy of registration letter within 6 months. They are required to provide evidence of clearing Pre-Ph.D. coursework and submit a synopsis within 2 years.

13.2 **Registered with Campus Faculty:** Only those research scholars will be entitled to hostel facility who are registered with faculty from Panjab University Campus Departments and are working whole time in the University.

13.3 **Initial Allotment:** The hostel accommodation for Ph.D. Research Scholars will be allotted initially for 2 years from the date of their registration. It is extendable for the next 3 years subject to approval of candidacy.

13.4 **Proof of No Employment:** The Ph.D. students will have to submit an affidavit duly forwarded by

the Chairperson of the concerned Department that the Ph.D. student is working full time and not doing any kind of job or part-time business and the scholar actually needs the hostel accommodation to pursue the research work.

- 13.5 Ph.D. research scholars will be provided hostel accommodation on sharing basis only.
- 13.6 **Foreign Students - Research Visa:** Foreign students joining Research leading to Ph.D. degree must attach a copy of a "Research Visa" before he/she is admitted to the hostel.
- 13.7 **Admission to Research Scholars from affiliated colleges:** Research scholars who are registered with supervisors from affiliated colleges of Panjab University, not having Research Centre in their respective College will be entitled to a hostel facility provided they are drawing fellowship and are working whole time in the University Department. Such research scholars will be allotted hostel as and when seats are available after exhausting the list of scholars seeking hostel accommodation as mentioned in 13.2 above. This facility will be available only to research scholars who are admitted to the Ph.D. Programme from the session 2023-24 onwards.
- 13.8 **Outstation Panjab University Research students:** who are attending coursework at the campus may be allowed temporary stay in the hostel on daily charges subject to the availability of seats.
- 13.9 **Mandatory Disclosure**
- a) **Renewal Accommodation:** The research scholars will have to submit the proceedings of RMC/RAC stating satisfactory 6 monthly progress through the supervisor, duly attested by the Chairperson of the Department to the concerned Warden for renewal of hostel allotment every year.
 - b) **Extension of stay:** Extension of stay to Research Scholars, LL.M. students for writing the dissertation will be subject to the production of an extension letter from the appropriate authority to that effect, clearly stating the period of extension.

13.10 Rents

- a) Those Research Scholars who are getting house rent or are entitled to house rent will pay the entire amount to which they are so entitled to the hostel as rent if they wish to stay in the hostel.
- b) Research Scholars who are getting a fellowship and are paying the rent equivalent to the house rent claimed by her/him may be allowed to pay their rent on a monthly basis.
- c) PhD scholars paying H.R.A. as drawn from various funding agencies including UGC, CSIR, ICSSR, DST, etc., shall be allowed to keep coolers and an electrical kettle in their rooms.

13.11 Vacating of Hostel

- a) **Failure to complete work:** Research Scholars who fail to complete their pre-Ph.D. course work and do not submit their synopsis within the stipulated time frame will be asked to vacate the hostel with immediate effect.
- b) **Completion of work:** Research Scholars shall vacate the hostel within 3 days of submission of their thesis/dissertation. Research Scholars shall ordinarily not be entitled to stay in the hostel after the submission of the thesis. However, if a Research Scholar is getting a fellowship, he/she will be allowed to stay in the hostel till the completion of the viva-voce examination. The total period of stay must not be more than 5 years from the date of registration.

14 POST DOCTORAL STUDENTS

- a) The Post Doctoral students will be allotted hostel room for two years or till the date of his/her fellowship, whichever is earlier, on sharing basis.
- b) The remaining terms and conditions including compliances remain the same as applicable to research scholars.

15 TEMPORARY HOSTEL ALLOTMENT - TEACHERS

- 15.1 University Teacher may be permitted by the Dean of Student Welfare to stay in the hostel temporarily on payment of daily charges after a due recommendation from the Chairperson.
- 15.2 In case of temporary allotment, daily charges will be levied and refundable Security equal to the amount charged from regular students must be deposited with the office.

16 LATE ADMISSIONS TO THE HOSTEL

16.1 Late admission to the hostel shall be subject to the prior permission of the DSW. Late admission means any admission after the last date of admission in the University as specified by the University from time to time.

17 TENURE OF STAY

17.1 The maximum period of stay for any student in Panjab University hostel/s from the date of admission/enrolment to the Department shall be as under:

Sr. No	*Course	Period of Stay
1	Master's Course	2 Years
2	LL.B.	3 Years
3	B.A./B.Com. LL.B. (H.S.)	5 Years
4	LL.M. (one year)	1-1/4 Years
5	LL.M. (two years)	2-1/4 Years
6	B.E.	4 Years
7	M.E. & M Tech.	2-1/4 Years
8	M.Sc. (H.S.)	2 Years
9	B.Sc. (H.S.)	3 Years
10	B. Pharmacy	4 Years
11	M. Pharmacy	2 Years
12	MCA	3 Years
13	BDS	4-1/2 Years
14	MDS	3 Years
15	Ph.D.	5 Years
16	Post Doctorate Students	2 Years

* The duration of course may change as per NEP-2020

Note: For Ph.D. students, More than 5 years stay will be considered as an over-stay and will be charged @ Rs. 120 per day.

18 SCHOLARSHIPS

18.1 The office of the DSW is providing the following subsidies/financial assistance/scholarships to the Campus students: -

- Need-Based Assistance, Need-cum-Merit and Differently Abled Scholarship:** These scholarships are paid for nine months in a year to the Panjab University Campus students recommended by the Chairpersons based on conditions laid down for the award out of the "Students Scholarship Fund".
- Sports Scholarship:** This scholarship is awarded based on the grading done by the Sports Department based on the performance of P.U. Campus students in various sports activities. This scholarship is paid for nine months in a year out of the "Students Scholarship Fund".
- Extra-Mural Activities Scholarship:** This scholarship is paid out of the "Amalgamated Fund". The performance of the campus students in various Extra-Mural activities like debates, seminars, one-act plays etc. is the deciding factor for the award of this scholarship. This scholarship is a fixed amount to be decided by the Vice-Chancellor on the recommendations of the Committee.

18.2 **Financial Assistance:** Financial assistance is paid to the Panjab University Hostel residents as under

- At the beginning of the session, applications will be invited from the needy and deserving resident students for the award of food subsidy.
- The concession will be discontinued if and when the recipient violates any of the hostel rules.
- A resident, who is a defaulter or has any record of misconduct in the University hostel, is not eligible for any kind of food subsidy/ financial assistance/scholarship.
- The recipients of the concession will be bound to do some duty/work in the hostel as may be assigned by the Warden.

19 HOSTEL ADMISSION PROCESS

- 19.1 **First year students of undergraduate/post graduate will fill online form. Steps to be followed by the Students for Online Hostel Allotment:**
- 19.2 Read the Hostel General Information and General Rules given on the website (<https://hms.puchd.ac.in>).
- 19.3 Students admitted in 1st year of any department (except Ph.D.) have to register and complete Hostel Registration Form at (<https://hms.puchd.ac.in>) on or before the last date of Merit Generation (Merit cut-off date). Merit cut-off date will be every Sunday (till 11:59 pm), till the closing of Hostel Registration. **Students are advised to fill the Online Form as soon as they get the admission in the department.**
- 19.4 Each student would be given a unique ID i.e. HMS ID. Students have to fill the following information very carefully:
- a) Year of Admission (1st Year)
 - b) Course
 - c) Counseling Round
 - d) Date of Admission in that Course (1st Sem./Year)
 - e) Merit Score (as per Merit List released by the Department) for that Course. Do not enter Rank.
 - f) Date of Start of Course
 - g) Date of Completion of Course
 - h) Gender
 - i) Category
- Before completing your form, ask your department to provide you the information about your Counseling Round, Date of Admission of your course, Start Date of Course and End Date of Course.
- 19.5 Students have to submit the printout of their filled online form in the office and their department.
- 19.6 Course and Category wise Merit list(s) will be generated only after the approval of the forms by the department.
- 19.7 Once the department creates and locks the merit, the merit rank(s) will be shown to the student also in his/her login account.
- 19.8 Hostel(s) will be assigned by the Department to the students in order of Merit (category-wise) and availability of seats. Students can check hostel assignment in his/her login account.
- 19.9 Students need to report to the assigned hostel and hostel room will be allotted by the office of the hostel.
- 19.10 The students have to take the print-out of their Hostel ID card after the allotment of hostel room and get it stamped & signed from the Hostel.
- 19.11 In case a student shifts his/her department, he/she must inform his/her previous department, hostel (if room was allotted). Ask new department to transfer your record to their department and student has to update the information of new course/department under the same HMSID and submit the printout again in the new Department and follow the above-mentioned procedure again.
- 19.12 If any student left any course/Department. re-admission on online HMSID through Chairperson of the Department will be done.
- 19.13 The students can check their status regarding approval of form, merit, hostel assignment and hostel room allotment, inside their login account.

20 CHECKLISTS OF DOCUMENTS FOR SUBMISSION

Important information for form submission:

Before you submit Hostel Admission Form the form for admission to the hostel, make sure that:

- a) You have read all the rules and regulations for the Hostel Residents.
- b) You have adequate funds to pay the dues.
- c) Incomplete forms shall not be entertained. Entries in the form shall be verified. Wrong entries shall lead to the cancellation of Hostel Admission.
- d) Admission to the students in the University hostels will be made by the Chairpersons of the respective Teaching Departments. The students are required to submit to the department concerned the forms for admission to the hostel at the time of admission for allocation of seats strictly on a merit basis as per the quota of seats allocated to them.
- e) In compliance with UGC regulations, it is compulsory for each student and every parent to submit/fill online undertaking every academic year at <http://www.antiragging.in> only. However, students will have to mention reference no. and date of filing undertaking on the admission form submitted to the concerned Department.

Check list

S. No.	Documents	Yes	No
1.	Admission Form (Annexure A)	☐	☐
2.	Certificate of Bonafide Student of Panjab University (Annexure B) (Issuing Authority - Chairperson of Department concerned)	☐	☐
3.	General Information Form (Annexure C)	☐	☐
4.	Hostel Identity Card (Annexure D) (Issuing Authority - Hostel Warden)	☐	☐
5.	Duly signed Declaration of parent/Guardian (Annexure E)	☐	☐
6.	Hostel Resident two-wheeler Information, if applicable (Annexure F)	☐	☐
7.	Undertaking for no four-wheeler (Annexure G)	☐	☐
8.	Undertaking to refrain from Drug Abuse (Annexure H)	☐	☐
9.	Attached a copy of your residence proof. (Aadhar Card)	☐	☐
10.	Undertaking by students for no ragging / no previous expulsion / no weapon / no criminal offence / no FIR (offline-Research students) (Annexure I)	☐	☐
11.	Enrolment letter / Certificate of Enrolment (Annexure J) (To be issued by General Branch of Panjab University)	☐	☐
12.	Bonafide Research Scholar Undertaking / Undertaking of Guide (Annexure K)	☐	☐
13.	Award Letter or Affidavit, if applicable, duly Notarized	☐	☐
14.	4 copies of your recent passport-size photograph duly attested by the Chairperson of your Department.	☐	☐
15.	Stamped envelope bearing the correct and complete address of your parents/guardian.	☐	☐
16.	An attested copy of the marks obtained in the last University examination from your Head of the Department/Institution (attestation can be got done on the admission form).	☐	☐

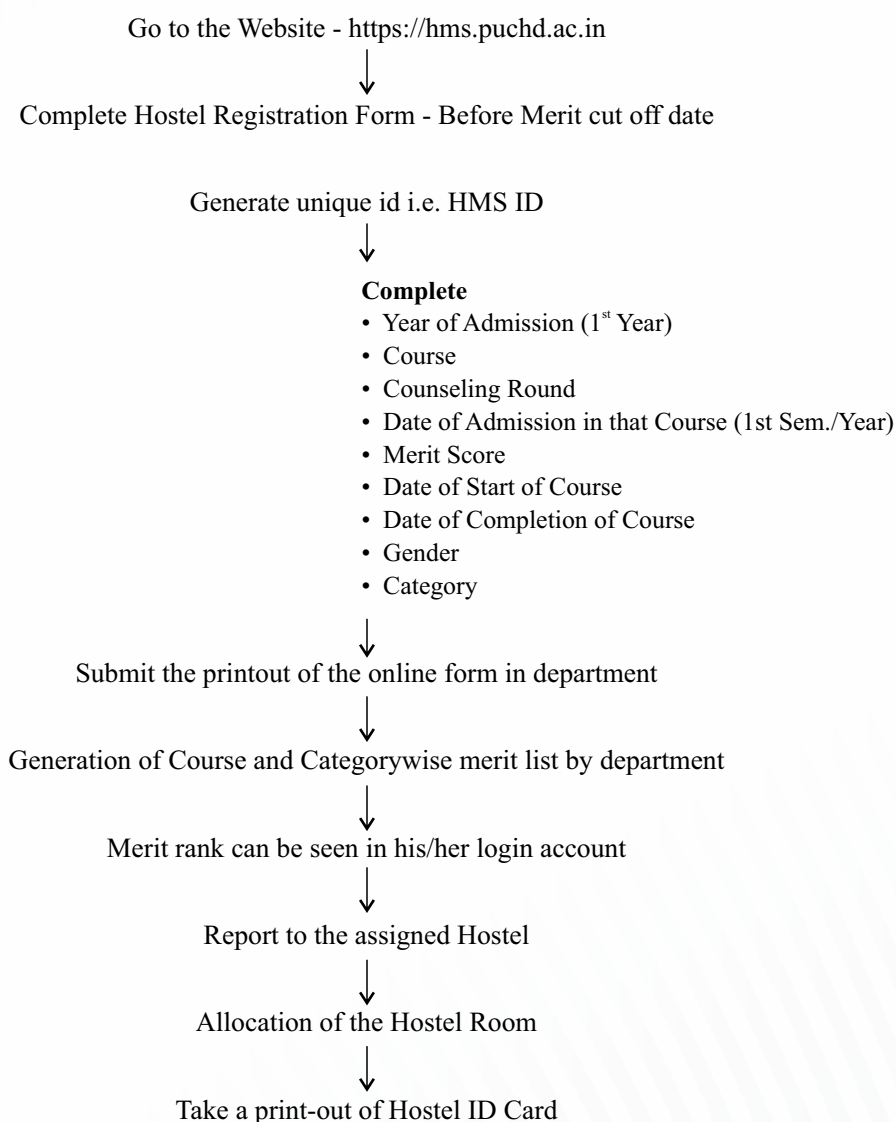
Note: The documents listed from serial 1 to 9 are applicable to all categories of students (offline/online) and listed 12 to 16 are additionally applicable to research scholars (Ph.D.).

20.1 In compliance with UGC regulations, it is compulsory for each student and every parent to submit/fill online undertaking every academic year at <http://www.antiragging.in> only. However, students will have to mention reference no. and date of filing undertaking on the admission form submitted to the concerned Department.

Important Note: The following category of students will fill in the Hostel Admission application form in the offline mode.

- a) Panjab University Migration Engineering Entrance Test (PUMEET)
- b) Panjab University Lateral Engineering Entrance Test (PULEET)
- c) Students with Permanent Disability (PWD)
- d) Non-Resident Indian (NRI)
- e) All fifth-year students
- f) Medical Cases - On the merits of the case to be decided by CMO.
- g) Economically Weaker Section (EWS)

HOSTEL ADMISSION PROCESS - FLOWCHART



21 HOSTEL FEES STRUCTURE

21.1 **Semester wise and Installment:** Hostel fees will be charged from all the residents semester-wise (for six months at a time) in the following installments:

- a) First Semester (on admission)
- b) Second Semester (in January/start of Semester to end of last paper of examination of concerned course)

21.2 **Full Fees for Semester:** Residents getting admission to the hostel at any time during Semester-I/II will be charged the full fee for Semester-I/II. All research scholars getting a fellowship will be treated on par with other students.

21.3 FEE STRUCTURE FOR GH 1 TO GH 9 AND BH 1 TO BH 8

HOSTEL FUND-CHARGES	SEMESTER-WISE
Rent*	Rs. 360/- Per Semester
Water Charges (If the bill is higher, it will be distributed equally amongst the residents of the hostel/s)	Rs. 360/- Per Semester
Electricity Charges (If the bill is higher, it will be distributed equally amongst the residents of the hostel/s)	Rs. 2500/- Per Semester
Development Fund	Rs. 750/- Per Semester
Routine Hostel Maintenance Charges	Rs. 1150/- Per Semester
Lift Charges (wherever the facility is available)	Rs. 300/- Per Semester
TOTAL (with lift charges)	Rs. 5420/-Per Semester
TOTAL (without lift charges)	Rs. 5120/-Per Semester

MESS FUND CHARGES	SEMESTER-WISE
Food Subsidy	Rs. 360/- Per Semester
Mess Canteen Servant Welfare Charges	Rs. 80/- Per Semester
Poor Student Welfare Fund (Hostel Residents)	Rs. 120/- Per Semester
Celebration Fund	Rs. 350/- Per Semester
TOTAL	Rs. 910/- Per Semester
GRAND TOTAL (with lift charges)	Rs. 6330/-Per Semester
GRAND (without lift charges)	Rs. 6030/-Per Semester

21.4 HOSTEL FEE STRUCTURE FOR PwDs STUDENTS

PwDs students with above 70 percent disability:

MESS FUND CHARGES	SEMESTER-WISE
Food Subsidy	Rs. 360/- Per Semester
Mess Canteen Servant Welfare Charges	Rs. 80/- Per Semester
Poor Student Welfare Fund (Hostel Residents)	Rs. 120/- Per Semester
Celebration Fund	Rs. 350/- Per Semester

Note: Students will have to pay Refundable charges also.

PwDs students with 40 to 70 percent disability:

HOSTEL FUND-CHARGES	SEMESTER-WISE
Rent*	NIL
Water Charges (If the bill is higher, it will be distributed equally amongst the residents of the hostel/s)	Rs. 360/- Per Semester
Electricity Charges (If the bill is higher, it will be distributed equally amongst the residents of the hostel/s)	Rs. 2500/- Per Semester
Development Fund	Rs. 750/- Per Semester
Routine Hostel Maintenance Charges	Rs. 1150/- Per Semester
Lift Charges (wherever the facility is available)	Rs. 300/- Per Semester

MESS FUND CHARGES	SEMESTER-WISE
Food Subsidy	Rs. 360/- Per Semester
Mess Canteen Servant Welfare Charges	Rs. 80/- Per Semester
Poor Student Welfare Fund (Hostel Residents)	Rs. 120/- Per Semester
Celebration Fund	Rs. 350/- Per Semester

- *1. **SC/ST/BC/-Ph.D. fellows** (approved vide paragraph 5, Syndicate meeting dated 13.7.2020) receiving any fellowship from UGC or any other funding agencies, claiming H.R.A., be charged room rent. However, students pursuing Ph.D. without any funding assistance, be exempted from paying room rent; and
- *2. **SC/ST/BC students of Punjab State**, pursuing Graduation, Post-Graduation or any other equivalent course and receiving Post-Matric Scholarship or any other fellowship, be exempted from paying the room rent if the limit of annual income is such as prescribed by the Government and adopted by the Syndicate from time to time. Documentary proofs be the same as required from "Merit-cum-Means Scholarship".
- *3. **Transgender, pursuing Graduation**, Post-Graduation or any other equivalent course will be provided rent free accommodation and entitled to financial assistance @ Rs. 8000/- p.a. if they apply for the same.

21.5 The hostel rent will be charged as shown against each category.

Category of Students	Type of rent to be charged
Regular Campus Students	Normal Rate
Registered/Enrolled Research Scholar (Not entitled to House rent)	Normal Rate
Registered/Enrolled Research Scholars (Entitled for House rent)	To pay the amount as per entitlement

Optional charges (To be charged semester-wise)

Scooter/Motorcycle parking charges*	Rs. 70/- p.m.
Desert cooler	Rs. 300/- p.m.
Laundry Charges (where facility of washing machines provided)	Rs. 50/- p.m.
Hair Ironing/Hair Dryer Device/Kettle with permission from Warden	Rs. 100/- p.m. each

*Hostel residents are not allowed to bring/keep vehicles i.e. four wheelers in Panjab University Hostels

Refundable Securities

Hostel	Rs. 2000/-
Mess	Rs. 2500/-
Mess Security in case Co-op. Mess	Rs. 3000/-
Canteen	Rs. 2000/-
Foreign National/NRI Students (Hostel)	Rs. 5000/-
Foreign National/NRI Student (Mess/Canteen)	Rs. 5000/-

(Note: - If the Mess/Canteen Bill of a resident exceeds Rs. 4500 monthly, then the resident will have to pay Rs. 7000/- as refundable security.)

Fees, Funds and Fines (minimum)

Price of Handbook of Rules/Online processing charges	Rs. 100/-
Daily Charges for foreign students staying during vacations/temporary allotment/ex-students stay/outstation students coming for training/overstay of final year foreign students	Rs. 200/- per day plus other applicable charges
Daily Charges for students of Panjab University Campus	Rs. 120/-per day plus other applicable charges. Daily charges for Guest Faculty of PU Rs. 200/- per day plus other applicable charges.
Fine for smoking	Rs. 500/-
Fine for possession of any weapon	Rs. 3000/-
Fine for any vehicle found parked inside the hostel building.	Rs. 1000/- per default
Guest charges maximum for 3 days (in resident's room only)	Rs. 50/- per day
Advance for being a member of Co-operative Mess to be adjusted against the last bill	Rs. 2000/-

Surcharge on Guest diets	Rs. 5/- per diet
Group of students staying in the hostel from outstation	Rs. 100/- per head per night
Cloakroom charges	Rs. 70/- per day for a group of 4 students
Charges for reissuing a time-barred cheque to the residents	Rs. 100/-

Note:

1. Any guest staying more than 15 days in the hostel will have to pay electricity charges in addition to daily charges.
2. Twenty-five per cent (25%) of Daily Charges will go into the Development Fund of the Hostel.

21.6 FEE STRUCTURE FOR GIRLS HOSTEL 10 AND 11

HOSTEL FUND CHARGES

Items	Room with common washrooms (per month)	Room with attached washroom (per month)
Rent*#	Rs. 200/-	Rs. 500/-
Water Charges (if the bill is higher, it will be distributed equally amongst the residents of the hostel)	Rs. 100/-	Rs. 100/-
Electricity charges (if the bill is higher, it will be distributed equally amongst the residents of the hostel)	Rs. 500/-	Rs. 700/-
Development Fund	Rs. 1000/-	Rs. 2000/-
Routine Hostel Maintenance Charges	Rs. 500/-	Rs. 1000/-
Lift Charges	Rs. 100/-	Rs. 100/-
Establishment charges	Rs. 1000/-	Rs. 1000/-
Total Charges	Rs. 3400/-	Rs. 5400/-
Celebrations Fund (to be deposited in the mess fund account)	Rs. 100/-	Rs. 100/-
Daily Charges per day plus other applicable charges	Rs. 200/-	

***SC/ST Ph.D.** fellows (approved vide paragraph 5, Syndicate meeting dated 13.7.2020) receiving any fellowship from UGC or any other funding agencies, claiming H.R.A., be charged room rent. However, students pursuing Ph.D. without any funding assistance, be exempted from paying room rent.

#SC/ST/BC students of Punjab State, pursuing Graduation, Post-Graduation or any other equivalent course and receiving Post-Matric Scholarship or any other fellowship, be exempted from paying the room rent if the limit of annual income is such as prescribed by the Government and adopted by the Syndicate from time to time. Documentary proofs be the same as required from "Merit-cum-Means Scholarship".

- a) Undertaking from Girls Hostels No.10 students/residents regarding rent etc. be taken by the concerned Warden to avoid any discrepancy during their stay in the hostel.
- b) Research Scholars/ Students who are not getting HRA/fellowship will pay approved charges to the hostel semester-wise
- c) **Rooms without washrooms:** Research Scholars getting fellowships should pay the hostel charges either equivalent to the HRA claimed by them or as per approved rates of the said

hostel, whichever is higher.

- d) **Rooms with washroom:** Research Scholars living in rooms with attached washrooms will pay the amount not less than the total monthly charges of the room irrespective of the HRA claimed by them.
- e) In addition, the research scholars will pay the mess fund charges (semester-wise) as indicated in the rule book.
- f) The Mess Fund Charges, Optional Charges and other fees, funds and fines will remain the same as applicable to other hostels.

21.7 **FEE STRUCTURE FOR INTERNATIONAL HOSTEL**

(As per extract of paragraph 31 from the minutes of the meeting of Syndicate held on 23.1.2016/6.2.2016, are as under)

NRI/Foreign National Girls students: NRI/Foreign National Girls students will be accommodated in International Hostel. They will pay the hostel fee, as per the fee structure approved by the Syndicate and Senate.

- a) Foreign National/NRI Girls students will be accommodated in International Hostel and they will pay hostel charges as per fee structure of the International Hostel. ICCR sponsored students may also be accommodated in International Hostel, subject to the availability of seats.
- b) ICCR sponsored Boys/Girls students will pay hostel charges equivalent to the House Rent Allowance (HRA) received by them or fee of the concerned hostel, whichever is higher.
- c) Foreign National/NRI students/NRI sponsored, not getting HRA from any agency and accommodated in Boys Hostel No.1 to 8 & Girls Hostel No. 1 to 11 (except International Hostel) will pay hostel charges as per fee structure of regular students in these hostels. Preference will be given to provide hostel accommodation in Boys Hostel No.1, 7&8 and Girls Hostel No.9,10 & International hostels respectively.
- d) FRRO C form be issued to Foreign National Students by the concerned hostel Warden as per their requirement.
- e) The residents/students in the hostel will be given shared room accommodation. Out of the hostel fee paid by the Foreign National/NRI Students, 75% will be kept by the hostel for up-keep of the facilities and 25% will be deposited in the non-plan account of the University, as room rent.

(**Note:** Rule No. 22.4 to 22.11 of this Hostel Manual will also be applicable in International Hostel)

CHARGES FOR INTERNATIONAL HOSTEL

Rent	Rs. 1000/- p.m. per student
Electricity Charges	Rs. 2500/- p.m. per student
Facilities Charges	Rs. 2500/- p.m. per student
Development Charges	Rs. 3000/- p.m. per student
Refundable Security Charges	Rs. 15000/-
Welfare Charges (Mess-canteen servants' welfare charges)	Rs. 150/- p.a.
Celebrations Fund	Rs. 1000/- p.a.
Routine Hostel Maintenance Charges	Rs. 2500/- p.a.
Guest Charges	Rs. 300/- per day per person

Note: Welfare Charges and Celebrations Fund will go to the Mess Fund Account of the hostel

CHARGES FOR FAMILIES OF FOREIGN STUDENTS/FACULTY FOR STUDIO APARTMENTS:

Rent	Rs. 2500/- p.m.
Electricity Charges	Rs. 4000/- p.m.
Facility Charges	Rs. 5000/- p.m.
Development Charges	Rs.5000/- p.m..
Refundable Security Charges	Rs. 15000/-
International Visitors-Charges/ Foreign delegates	Rs. 1000/- per day
Guest Charges	Rs. 300/- per day per person

Note: Undertaking from the International students/residents regarding rent etc. be taken by the concerned Warden to avoid any discrepancy during their stay in the hostel.

22 SECURITY MESS/CANTEEN CHARGES AND NORMS

- 22.1 Residents are required to pay hostel charges as printed in the Hostel Manual.
- 22.2 **Semester:** For regular campus students, the semester will mean from 1st July to 31st December, and 1st January to 30th June & for Research Scholars, Semester will start from the date of enrolment, research scholars will pay the mess fund charges (semester-wise) as indicated in the rule book.
- 22.3 **Semester Admission Renewal:** Each student is required to pay for the full semester (part payment is not allowed). Each semester admission renewal must be done within one month of starting of academic session i.e. 31st July & 31st January, failing which per day fine Rs. 5/- will be levied upto 30th September and 31st March respectively beyond that hostel admission will be cancelled.
- 22.4 **Refund of Security:** Securities (Hostel Mess and Canteen) will be refunded to a resident only after he/she has cleared all the dues and properly handed over the possession of the room. Securities will not be adjusted against the bills. Application for refund of securities along with a certificate from the Chairperson regarding the date of leaving the Department/last date of examination and the hostel identity card will be submitted three days before the intended date of leaving the hostel (when his/her mess/canteen accounts will be closed and he/she will eat on cash payment). If need be the Security Cheque can be sent by post by the Hostel Office after deducting postal and service charges.
- 22.5 **Failure to take possession of room:** The students who take admission to the hostel but fail to take possession of the room, the room rent will be deducted up to the period he/she informs the Warden in writing. Students will be given refundable securities after deducting the amount towards minimum diet and Mess/Canteen Charges etc. as per rules.
- 22.6 **Lapse of Security:** The securities will stand lapsed after one year of leaving the hostel
- 22.7 **Late Payment Fine:** The students have been facilitated 24x7 to deposit their hostel, mess and canteen charges online to avoid chances of delays causing fines for late payments. However, in case of late payment, i.e. after 15th of the month, an additional fine amount @ Rs. 100 per month will be added to the bill amount till the payment is made (approved by Syndicate in its meeting held on 13.7.2020 vide paragraph 8).
- 22.8 **Last date of payment is a holiday:** If the last date of payment is a holiday, then the fee/charges will be accepted without a fine on the next working day.
- 22.9 **Mess and Canteen dues exceeds security deposit:** If the total amount of mess and canteen dues from a resident exceeds the security deposits to mess and canteen on the 20th of the month, he/she will not be eligible for mess and canteen services after the 21st of the month.
- 22.10 **Failure to pay:** Admission of a resident who fails to pay the mess/canteen dues for two consecutive months shall stand cancelled and possession of the room shall be taken by the Warden and belongings removed to the store without any liability.
- 22.11 **Mandatory No Dues Certificate :** All residents are required to clear their hostel, mess, canteen and other dues and obtain a No Dues Certificate from his/her respective hostel before they take their examination roll numbers and again all their dues must be cleared before they vacate the hostel, failing which their names will be forwarded to the Controller of Examinations/Chairperson of the Department concerned for withholding the declaration of results/award of degree. Other disciplinary action, including forfeiture of their securities, may also be taken.
- 22.12 **Research Scholars HRA:** Out of the total HRA to be charged from the Research Scholars (as claimed), Rs. 200/- p.m. (in addition to the Mess canteen servant welfare fund and poor student welfare fund) will be retained as mess fund charges for taking care of food subsidy, mess canteen servant welfare charges, poor student welfare fund (Hostel residents), celebrations etc.; Rs. 500/- p.m. will go to the Development Fund and the rest of the amount will be the income for running and maintaining the hostels.
- 22.13 **Hostel and Mess Fund charges Adjustment due to shift from one Branch/Department to**

- other:** In case, a student shifts from one Department/branch to another and is entitled to hostel accommodation in that Department/branch, his/her hostel fund and mess fund charges shall be adjusted. In case, a student does not vacate the room within 7 days of taking admission in the new Department/branch, he/she will be liable to pay daily charges for the total stay in the earlier hostel.
- 22.14 **Change in Entitlement due to shift:** In case, a student shifts from one Department/branch to another, and is not entitled to hostel accommodation in that Department/branch, he/she shall have to vacate the hostel within 7 days positively and his/her hostel fund and mess fund charges shall be refunded by considering the total stay in the hostel on daily charges. After deducting the amount of the daily charge, the rest of the payment can be refunded.
- 22.15 **Migration from University:** In case, a student leaves the University, his/her hostel fund and mess fund charges shall be refunded by considering the total stay in the hostel on daily charges. After deducting the amount of the daily charges, the rest of the payment can be refunded.
- 22.16 **Application for Refund:** The student must apply for a refund within one month of vacating the hostel room.
- 22.17 **Research Scholars fine waive off:** In case of delay in fellowship for Research Scholars, their fine may be waived-off to the extent of 100% by the DSW.
- 22.18 **Room Rent A.C. Room:** For provision of AC Rooms in Boys Hostels for international students, Room Rent will be Rs. 8500/- p.m. on sharing basis only along with other charges as applicable.
- 22.19 **AC facility Charges** facility charges in mess area (where applicable) to be charged quarterly in 2 installments @ Rs. 75/- p.m. i.e. Rs. 225/- each installment.
- 22.20 **Fine Waive off:** In case of delay in payment of Mess/Canteen, upto 50% of total fine may be waived off by DSW/DSW (W).

23 RULES FOR WORKING WOMEN HOSTEL

- 23.1 The charges for Working Women Hostel are Rs. 3500/- per month. The Budget Head wise bifurcation of Rs. 3500/- per month is as under:

Estt. Charges	Rs. 1500/- p.m.
Development Fund	Rs. 1000/- p.m.
Repair Maintenance	Hostel repair/maintenance: Rs. 500/-p.m. Mess repair/maintenance : Rs. 500/-p.m.

- 23.2 **Working women getting less than Rs. 15,000/- p.m.:** As per the decision of the Syndicate vide paragraph 27 at its meeting held on 20.8.2017, 50% amount of the above charges for the Residents of Working Women Hostel, who are getting less than Rs. 15,000/- p.m., be waived off.
- 23.3 **Charges for minimum diets:** Ordinarily residents will take food in the hostels. The residents are required to take at least 20 diets per month failing which a minimum charge of 20 diets is to be paid by them (15 diets to be paid to the contractors and 5 diets towards the Mess Development Fund) in the messes where they are residing. In exceptional cases, the DSW/Warden may permit lodging only. Such residents shall pay two diet charges per month (one each towards mess & canteen) as amenity charges in addition to the usual fee.

- 23.4 **Other charges are as under:**

General Office Expenses	(i) Room Rent: Rs. 100/- p.m. (ii) Water charges: Rs. 100/- p.m. (iii) Electricity charges: Rs. 400/-p.m. Total: Rs. 600/-p.m.
Refundable Security Charges	(i) Hostel Security: Rs. 1000/- (ii) Mess Security: Rs. 1800/- (iii) Canteen Security: Rs. 1200/- Total: Rs. 4000/-

DILAPIDATION FEE, WELFARE CHARGES AND CELEBRATIONS FUND

- 23.5 In addition to this, all the residents will pay a dilapidation fee amounting to Rs. 240/- per annum, Welfare Charges (Mess-canteen servant welfare charges) i.e. Rs. 150/- p.a. and Celebrations Fund i.e. Rs. 500/- p.a. (to be deposited in the Mess Fund). If any resident uses a vehicle (two-wheeler) desert cooler/desktop computer/laptop/laundry facilities/electrical kettle/electrical iron/hair dryer/hair ironing device, he/she will also pay charges for the same, as applicable to other hostels.
- 23.6 **Electricity Charges for guest:** Any guest staying more than 15 days in the hostel will have to pay electricity charges in addition to daily charges.
- 23.7 **Undertaking to pay charges:** Students who have not secured a hostel seat and are ready to pay the charges as per the approved rate be allowed to stay in the Working Women Hostel. However, an undertaking be obtained from them stating that they are ready to pay the charges, as approved.
- 23.8 **Surrender of HRA by permanent and temporary faculty:** Permanent/Temporary Faculty members, who are getting HRA, will surrender their HRA from their salary every month as per rules. In addition to this, they will also pay approved charges to the hostel every month. However, room rent will not be charged to them.
- 23.9 **Guest/Temporary faculty members:** Guest/Temporary faculty members who are not getting HRA/daily wage employees of Panjab University/Girls who are working under different projects of DBT/DST/ICMR etc. will also pay approved charges to the hostel every month.
- 23.10 **Non HRA Ph.D. Scholars'.** Scholars who are not getting HRA/fellowship/undergraduate/postgraduate students, who are residing on a regular/sharing basis with the consent of residents, will pay approved charges to the hostel every month.
- 23.11 The Rules for Ph.D. Scholars who are getting HRA will be the same as applicable in other hostels.
- 23.12 **Non PU Supervisor Ph.D. Students'.** Students having no fellowship, whose Supervisor is not from the University, will not be eligible for getting hostel accommodation. For the course work of such students, temporary accommodation will be provided.
- 23.13 **Full and Partial Hostel Charges:** Residents getting admission in the Working Women Hostel before the 15th of the month will pay full hostel charges whereas those joining after the 15th of the month will have to pay 50% of the monthly hostel charges.
- 23.14 The rules related to vacating the hostel will be the same as applicable in other hostels.
- 23.15 **Continuation after 5 years completion:** Ph.D. students, who have completed 5 years in the hostels, be allowed to continue only on sharing basis on daily charges subject to availability of rooms.

24 DEMOCRATIC PARTICIPATION MODEL AND MANAGEMENT

For the proper democratic functioning of the hostels, several committees such as Common Room Committee, Mess Committee, Canteen Committee, Cultural Committee, Incident Response Committee, Grievance Redressal Committee, Sports Committee & Disciplinary Committee (approved by DSW) etc., will be formed in each hostel by 31st August of every year. The committees will work closely in full cooperation and coordination with the Warden to enhance the image of each hostel. These committees may also make suggestions to the Administration for further improvement in the hostels and ensure proper discipline and decorum. Every hostel will have block/floor prefects (one from each block/floor of the hostel) who will be entrusted with the responsibility of ensuring cleanliness and upkeep/maintenance of essential services and infrastructure of the respective block.

25 ATTENDANCE, MOBILITY AND LEAVES

- 25.1 **Identity Card:** Identity Card of the Hostel is mandatory for the residents while entering details in the mobility register for late-night exit/entry.
- 25.2 **Mobility Register:** For movement outside the hostel after 10.00 p.m., the entry in the mobility register is a must for all residents. If residents do not make an entry in the mobility register, written warnings will be issued by the concerned Warden. More than two defaults will lead to expulsion from hostel.

- 25.3 **Attendance:** Attendance is a must between 9.00 p.m. to 10.00 p.m. If a resident does not come for attendance, then written warnings will be issued by the concerned Warden two times, after which the defaulter will be expelled from the hostel.
- 25.4 **Return from home intimation:** Residents returning from home must report themselves before the attendance time. Violators will be fined as decided by the Warden.
- 25.5 **Loss of Identity Card:** Residents shall carry the hostel identity cards issued by the Warden on their person and will present these on demand by the authorities. The card should be carefully preserved, as no duplicate card will normally be issued. In case of loss, it may be re-issued on payment of Rs. 100/-. Lamination of the Hostel Identity Cards shall be done to avoid its misuse.
- 25.6 **Return of Identity Card:** The residents while leaving the hostel at the end of the academic year or in the mid-session must return the Card to the office of the Warden failing which the resident will have to pay Rs. 100/- before the securities are refunded.

26 VISITOR MANAGEMENT AND GUESTS

- 26.1 **Male Visitors:** Male visitors may see residents of the Girls' hostel, if need be, only in the Visitors' Room during specified hours.
- 26.2 **Female Visitors:** Female visitors may see residents of Boys Hostel, if need be, in the Visitors' Room up to 8 p.m.
- 26.3 **Register Entry:** A register will be maintained at the reception of each hostel to regulate outsiders' entry.
- 26.4 **Guest Entry intimation:** Guest entry must be made before 8.00 p.m. No guest will be allowed to enter the hostels after 10.00 p.m. Defaulters will have to pay a fine as per the rule.
- 26.5 **Guest Entry Time:** No guest will be allowed to enter the hostels after 10.00 p.m. Defaulters will not be allowed to keep guests in future. In case the guest is staying in the guest room, the charges shall be Rs. 200/- per day.
- 26.6 **Guests:** As a rule, guests are not permitted to stay overnight in any hostel. However, one guest may be accommodated by the residents in his/her room for a maximum period of 3 days in a month in a particular hostel on guest charges i.e. Rs. 50/- per day. No Guest is allowed to stay in a Hostel without the prior permission of the Warden. The name of the Guest must be entered in the Guest Register with the Attendant/Security Personnel with the prior permission of the Warden. Such guests will stay with the resident.
- 26.7 **Guest Room Charges:** In case the guest is staying in the guest room, the charges shall be Rs. 150/- per day.
- 26.8 **No Guest without permission:** Any resident having a guest without prior permission of the Warden and without entry in the guest register will be liable to a minimum fine of Rs. 400/- and disciplinary action, in addition to the guest charges.

27 MESS AND CANTEEN SERVICES

- 27.1 **Mess and Canteen Account:** A resident shall have meals in the hostel mess/canteen only. Every resident must open their mess and canteen account in the respective hostel at the time of taking hostel admission.
- 27.2 **Prohibition:** Residents are not supposed to enter the cooking area/kitchen of mess and canteen.
- 27.3 **Concerns of Mess:** Any concern/issue requiring immediate action of the Warden should be made in writing through a member of the Mess/Canteen Committee.
- 27.4 **Cooperative Mess:** Facilities for cooperative and contract messes are available in the hostel. A cooperative mess will be started with a minimum strength of 70 members and each member of the cooperative mess shall pay an advance of Rs. 2000/-, which will be adjusted against his last bill of the session. The Secretary of the cooperative mess shall screen the enrolment of members and any defaulter about the mess dues shall be the sole responsibility of the cooperative mess. Advance for not more than one month will be given for running the cooperative mess at a given time. Every

member will have to give an undertaking that he will shoulder the responsibilities and observe the rules of cooperative mess.

- 27.5 **Change of Mess:** A resident changing from one mess to the other mess will have to clear the account of the first mess before being allowed by the Warden, in writing. The change will be allowed only from the 1st of the month.
- 27.6 **Minimum Diet Charges:** Ordinarily residents will take food in the hostels. The residents are required to take at least 15 diets per month (20 diets p.m. for WWH) failing which a minimum charge of 15 diets is to be paid by them (10 diets to be paid to the contractors and 5 diets towards the Mess Development Fund) in the messes where they are residing. In exceptional cases, the DSW/Wardens may permit lodging only. Such residents shall pay two diet charges per month (one each towards mess & canteen) as amenity charges in addition to the usual fee.
- 27.7 **Guest Meal charges and Surcharge:** Guests, with the permission of the Warden, may be served meals on a surcharge of Rs. 5/- per diet. Fifty per cent of the surcharge shall be deposited in the Mess Account and the remaining fifty per cent shall be paid to the mess contractor. No resident is allowed to have more than 40 guest diets in a month.
- 27.8 **Intimation of Absence:** It will be obligatory on the part of the residents to inform the contractors/Cooperative Mess Secretary/ Wardens beforehand if they want to miss a meal to avoid wastage and loss. To miss lunch /dinner the residents must mention in the register meant for the purpose at least 8 hours in advance.
- 27.9 **Meals in the Dining Hall:** No meals will be served in the rooms except in case of illness or any other justified reason and that too with the permission of the Warden. Residents as well as contractors will be fined Rs. 100/- for violating this rule each time. Meals should be taken only in Dining Hall.
- 27.10 **Complaint against conduct of the contractor / servants:** Complaints, if any, against the conduct of the contractors/servants may be made by the residents to the Warden in writing. No complaint about mess/canteen etc. shall be entertained if the complainant himself/herself is a defaulter.
- 27.11 **No change of Mess Meals:** A resident of the hostel cannot take his/her meals as a guest of another resident of the same hostel.
- 27.12 **Mess, canteen and common room holidays:** Messes, Canteens and Common Rooms will remain closed after 2.00 p.m. on the following days: Republic Day, Holi, Independence Day, Inaugural Function Day, Gandhi Jayanti, Dussehra, Diwali, Guru Nanak Dev's Birthday, Christmas Day and Hostel Annual Day.
- 27.12 **Service Charges:** Each resident will contribute Rs. 100/- p.m. as service charges in the mess and canteen respectively. (*Subject to the introduction of labour laws.)

28 HOSTEL PROPERTY AND INVENTORY MANAGEMENT

It is the moral responsibility of the Hostel resident to ensure safety of the Hostel property and inventory in their possession.

- 28.1 **Safety of Furniture and Articles:** Every resident shall be responsible for the safety of the furniture/other articles given to him/her. Furniture is neither to be removed from one room to another nor be carelessly kept outside the room to be exposed to damage. Anybody indulging in this practice will be liable to disciplinary action (including a fine of a minimum Rs.200/- per article).

29 INSTRUCTIONS FOR ELECTRICITY USE

- 29.1 **Conserve Electricity:** Residents are not allowed to use more than one LED bulb/tube (up to 36 W). They must switch off the light/fan or any other electronic appliance while going out of the room. The defaulters will be fined a minimum of Rs. 100/- for each offence.
- 29.2 **Prohibited Items:** Residents are not permitted to use/keep any kind of electric/electronic appliances such as electric iron, heaters, air conditioners, induction cooktops, electric rods, table

fans, T.V. etc. in their rooms. Defaulters will be fined a minimum of Rs. 1000/- for each offence.

- 29.3 **Safety of Electrical and Sanitary Installation:** Residents will not tamper with or damage the electrical and sanitary installations. The cost of repairs/ replacement due to any damage will be realized from the resident/s in addition to the fine which may be imposed by the Warden.

30 VEHICLES AND PARKING

- 30.1 **Parking stickers:** No vehicle (two-wheeler) without stickers, issued by the Warden/DSW Office, should be permitted to be parked in the hostels. Registration of the two-wheeler should be in the name of the resident/parents of the resident.
- 30.2 **Parking of two wheelers & fees:** The residents shall park their two-wheelers in the designated Parking Area of the hostel on payment of the prescribed parking fee. Parking of two-wheelers by residents should be proper & should not block the entrance of the hostel, or the movement of other vehicles. Defaulters will be fined a minimum of Rs.500/- per default and tow away charges of Rs. 300 in addition to normal charges.
- 30.3 **Mandatory Registration of Vehicles:** Registration number of the two-wheelers of the residents must be entered in the register with the office of the hostel failing which a fine would be imposed. Vehicles of guests will not be allowed to be parked inside the hostel.

31 FACILITY CLOSURE - MESS /CANTEENS AND COMMON ROOMS

The hostels (including messes/canteens and common rooms) shall remain closed during the summer vacation for a period as specified by the DSW.

32 VACATION NOTICE

The outgoing residents will vacate the hostel rooms within 3 days of their last paper. In case the room is still not vacated, it will be locked by the hostel authorities till the possession of the room is handed over/taken over and a minimum fine of Rs. 1000/- shall be imposed in addition to payment of daily charges for a stay without permission from the Warden.

Exceptions:

- 32.1 **Continuation of Project / Dissertation:** Research Scholars, M.A., M.Ed., M.Sc., MTech, MCA and LL.M. students, who have to continue their projects, dissertations etc. may be permitted to stay in the hostels during the summer vacation on the specific recommendation of the Chairpersons and Supervisors with the permission of the DSW.
- 32.2 **Foreign Students:** Foreign students studying in University Departments and who are not in the final year may be allowed to stay in the hostel during the summer vacation on continuation charges. Final Year foreign students may be permitted to stay on payment of daily charges on the recommendation of Dean International Students and approval of DSW.
- 32.3 **Training/Summer Placement/Internship:** The residents of ongoing classes who are to undertake summer training/summer placements/internship as a part of their course requirement during the summer vacation can stay in the Hostel on normal room rent on the production of a certificate to that effect from their respective Chairpersons. However, they will be required to seek admission to the Hostel afresh upon the reopening of the University after summer vacation as per the normal practice.

33 CODE OF CONDUCT-ANTI RAGGING

- 33.1 **Online Anti ragging undertaking:** In compliance with UGC regulations, it is compulsory for each student and every parent to submit/fill online undertaking every academic year at <http://www.antiragging.in> only. However, students will have to mention reference no. and date of filing undertaking on the admission form submitted to the concerned Department.
- 33.2 **Suspension and Expulsion:** As per the orders of the Hon'ble Supreme Court of India, ragging is strictly banned in educational institutions. The students found indulging in ragging shall be suspended and expelled from the institution on proving the charges.

RAGGING IS A COGNIZABLE OFFENCE AND IS BANNED IN ANY FORM
INSIDE & OUTSIDE THE CAMPUS

Ingredients/forms of Ragging	Punishments
• Abetment to ragging. • Criminal conspiracy to rag. • Unlawful assembly and rioting while ragging. • Public nuisance created during ragging. • Violation of decency and morals through ragging. • Injury to body, causing hurt or grievous hurt. • Wrongful restraint. • Wrongful confinement. • Use of criminal force. • Assault as well as sexual offences or unnatural offences. • Extortion. • Criminal trespass. • Offences against the property. • Criminal intimidation. • Attempts to commit any or all the above-mentioned offences against the victim(s). • Physical or psychological humiliation. • All other offences following from the definition of "Ragging".	• Cancellation of admission. • Suspension from attending classes and academic privileges. • Withholding/withdrawing scholarship/fellowship and other benefits. • Debarring from appearing in any test/examination or other evaluation processes. • Withholding results. • Debarring from representing the institution in any regional, national or international meet, tournament, youth festival, etc. • Suspension/expulsion from the hostel. • Cancellation of admission. • Rustication from the Institution for periods ranging from 1 to 4 semesters. • Expulsion from the institution and consequent debarring from admission to any other institution for a specified period. • Fine ranging between Rs. 25,000/- to Rs. 1 Lakh. • Rigorous imprisonment of up to 3 years. • Collective punishment: When the persons committing or abetting the crime of ragging are not identified, the institution shall resort to collective punishment.

In compliance with the Amendment in UGC Regulations on 29th June 2016 to expand the definition of ragging is expanded by including the following: "Any act of physical or mental abuse (including bullying and exclusion) targeted at another student (fresher or otherwise) on the ground of colour, race, religion, caste, ethnicity, gender (including transgender), sexual orientation, appearance, nationality, regional origins, linguistic identity, place of birth, place of residence or economic background".

REDRESSAL

Students becoming a victim of ragging should immediately inform the concerned Chairperson/ Warden besides contacting Helpline nos. given below.

Helpline Numbers for reporting the ragging:

Officers / Incharge	Mobile No./Email
Dean Student Welfare	9876096196, Mail: dsw@pu.ac.in
Dean Student Welfare (W)	9814086858, Mail: dswwomen@pu.ac.in
Associate Dean Student Welfare	9501684096
Assistant Registrar (DSW)	2541176, 253-4570, 2540014
Security Control Room Hotline No. (24X7)	0172- 2771170, 9417004984
Security Office Intercom No.	0172253-6164, 172253-4397, 0172253-4891
Chief of University Security (Official No.)	9888307832
Anti Ragging Helpline	helpline@antiragging.in
National Anti Ragging Free Helpline No.	1800-180-5522 (24x7 Toll-Free)

Anti Ragging Helpline E-mail :helpline@antiragging.in

34 NO SMOKING

- 34.1 As per the Supreme Court ruling, smoking in public places is a punishable Offence. Smoking is strictly prohibited in the hostels including Mess Canteen Areas. Defaulters will be fined minimum Rs.500/- per offence.
- 34.2 **No Intoxicant, drugs and banned substances:** To curb the drug menace in the hostels, those found indulging in taking intoxicants, drugs and any such banned materials shall be strictly liable and expelled straightway from the hostel. They shall not be given admission to any other hostel in future.

35 NO POSSESSION OF WEAPON

Any resident found in possession of any weapon shall be liable to a minimum fine of Rs. 3000/- and/or expulsion and the matter shall be reported to the Police. Further, the DSW/ Warden(s) may send the case of a resident who commits such an act for disciplinary action to the Chairperson concerned & parents shall be informed.

36 DO'S AND DON'TS

- 36.1 **Cooking:** Cooking in the rooms is strictly prohibited and defaulters will be fined a minimum of Rs. 500/- each time for default, in addition to the fine for the use of a heater/induction, if any, and its confiscation.
- 36.2 **No Breaking of Locks/Seals/Windowpanes or entering a premises where he/she is not authorised to enter without permission:** Any student opening a room by breaking the hostel lock or seal or window panes etc shall be deemed to be guilty of trespass of university property and defaulter shall be liable to minimum fine of Rs. 500/- in this kind of conduct is repeated, students will be liable for expulsion from the hostel.
- 36.3 **Parents of Residents:** It will be obligatory for the parents of the residents to meet the respective Wardens at least twice a year and a record of the same be maintained in the concerned Hostel. It will also be obligatory for the local guardian/parents of the residents to attend to him/her at the time of sickness/emergency.
- 36.4 **No Acts of indiscipline, misbehavior, gambling, and use of intoxicants:** Acts of indiscipline, misbehavior, gambling, and use of intoxicants in the hostel premises including rooms shall be severely dealt with. A resident found guilty of any of these shall be liable to expulsion or a minimum fine of Rs. 500/- or both.
- 36.5 **Suspension:** Any student alleged to be involved in any misconduct will be liable to be suspended from the University and on proving the commission of misconduct the student shall be liable to be expelled from the University. The student aggrieved by the decision of the University shall be entitled to appeal to a Standing Committee to be constituted for the purpose by the Vice-Chancellor, of which a retired High Court Judge shall be the Chairperson.
- 36.6 **Compliance of Notified orders:** Orders/decisions notified from time to time, by the Dean of Student Welfare/ Warden, will be binding on the residents. In case of any situation of emergency, residents may have to vacate the hostel and follow SOPs issued by the DSW/PU authority.
- 36.7 **No Valuables:** Residents should not keep cash or jewellery or other valuables in their rooms. The risks and responsibility for the safety of their belongings including Mobile phones/ all electronic devices/smart watches/Laptops/Desktops/Audio systems/vehicles (two-wheelers) will be entirely that of the residents. Residents are advised to take an insurance policy against theft and fire. The use of a strong and reliable lock is recommended.
- 36.8 **Illegal stay of outsiders:** If an outsider is found illegally living in the room of a resident, the resident shall be liable to
- (a) Expulsion from the hostel.
 - (b) Forfeiture of securities;
 - (c) A fine of a minimum of Rs. 1000/-;
 - (d) Daily charges from the date of illegal occupation of the room to be determined by the Warden.
 - (e) Be debarred from seeking admission in any of the University hostels and this will be communicated to his/ her parents/guardian.
- 36.9 **Concealment of Facts:** An incorrect statement/address filled in by the student in the hostel admission form would result in cancellation of admission and confiscation of securities.
- 36.10 **Compliance of Hostel Rules:** Residents will have to pay rent/charges as per the fee structure of the hostel in which they are residing as prescribed in the Handbook of Hostel Rules.
- 36.11 **Meeting with Warden / DSW:** Residents shall see the DSWs/Warden in the Office during fixed

hours only. In case of emergency, the Security personnel/attendant on duty may be sent to the DSW's/Warden's residence.

- 36.12 **Non-payment of dues in time or violation of any hostel rule:** In case of non-payment of dues in time or violation of any hostel rule by a resident, the Warden may get his/her room locked or opened for possession without any liability whatsoever. The belongings shall be transferred to the store. If the dues are not cleared within 3 months of the taking of possession of the room, the belongings may be auctioned and the proceeds adjusted against the payment of the hostel after one year. The room shall be opened under the supervision of a duly constituted committee of Wardens (3) made by the D.S.W. and the entire procedure shall be videographed.
- 36.13 **Emergency Communication:** In case of any urgency/serious issue, the Panjab University authority/Wardens of the hostels are authorized to communicate with the parents/guardians of the residents.
- 36.14 **Maximum Fine:** Maximum fine levied by any Warden for one episode of misconduct shall not exceed Rs. 2500/-. A fine exceeding Rs. 2500, may be levied with the prior permission of DSW.
- 36.15 **Mandatory NOC:** Roll number for each examination/semester will not be issued by the head of the concerned Department to the resident student unless he/she produces a "No due Certificate" from his/her respective Hostel.
- 36.16 **Defaulter of Hostel Dues:** Any resident who is a defaulter of hostel dues shall not be eligible for hostel admission till he/she produces no dues certificate from the concerned Hostel Warden.
- 36.17 **Handing over of possession:** Before leaving the hostel, every resident shall obtain clearance from the Warden and personally hand over the charge of the room and hostel property to the Chowkidar/attendant on duty. The resident will be fully responsible for any damage/loss of property. Repair charges for any damage to the furniture will have to be paid by the resident along with a minimum penalty of Rs. 500/- for not handing over the charge.
- 36.18 All rooms (including almirahs and belongings) can be opened for inspection by the DSW/Warden(s) at any time of the day.

37 **IT IS THE MORAL RESPONSIBILITY OF A RESIDENT TO:**

- ensure that no damage is done to the hostel property.
- make every effort for peaceful co-existence maintaining the decorum.
- observe all hostel rules in letter and spirit.

Any violation of rules and directions will be subject to strict disciplinary action, which in extreme case/s may lead to expulsions, forfeiture of the securities of such resident/s and his/her right to future admission. All residents of hostels in whatever capacity they may be staying in the hostel shall be bound to observe hostel rules and shall be liable to fine or other disciplinary action for any violation of hostel rules similar to that of regular student residents.

38 **THE CLUBS CONSTITUTED BY THE OFFICE OF DSW**

- Arts & Drama Club
- Dance & Music Club
- Literary Club & Mental Health Club

IMPORTANT TELEPHONE NUMBERS AND WARDENS DIRECTORY:

Designation	Contact No.	Intercom No.
Dean of University Instruction	0172-2541156	4292
Dean Student Welfare	0172-2540014	4571
Dean Student Welfare (W)	0172-2540014	4576
Associate DSW	0172-2540014	4576
Assistant Registrar (DSW)	0172-2541176	4570
Dietician	9872841200	
Dean International Students	0172-2541873	4574
Dean Alumni Relations	0172-2541881	4292
P.U. Health Centre Office/Reception	0172-2541722 4475	4474, 4476, 4477, 4479
Panjab University Enquiry	0172-2534817, 2534818, 2534819	4817, 4818, 4819
Chief of University Security	0172-2771170, 9779824323, 9888307832	4891, 4289, 6164

Hostel Number/Name	Warden/Department	Mobile No./ E.Mail	Contact No.
Boys Hostel No. 1 (Mehr Chand Mahajan Hall)	Dr. Harbhinder Singh UIET	9316103516 bh1@pu.ac.in	2541313 253-4670
Boys Hostel No. 2 (G.C. Chatterji Hall)	Dr. Anuj Kumar DCSA	9781932477 bh6@pu.ac.in	2541312 253-4671
Boys Hostel No. 3 (Shanti Swaroop Bhatnagar Hall)	Dr. Sucha Singh CDOE	8427756064 bh3@pu.ac.in	2541310 253-4672
Boys Hostel No. 4 (Sardar VallabhBhai Patel Hall)	Dr. Naveen Kumar UIAMS	9888931435 bh4@pu.ac.in	2541942 253-4027
Boys Hostel No. 5 (Lala Lajpat Rai Hall)	Dr. Bharadwaj Bargai Dayanand Chair	8699531533 bh5@pu.ac.in	2541060 253-4028
Boys Hostel No. 6 (Teja Singh Hall)	Dr. Ajay Kumar Dogra UIAMS	9888933948 bh6@pu.ac.in	2541316 253-4029
Boys Hostel No. 7 (Swami Vivekananda Hall)	Dr. Ashwani Kumar UIPS	8437843949 bh7@pu.ac.in	2541081 253-4030
Boys Hostel No. 8 (Baba Banda Singh Bahadur Hall)	Dr. Ravi Prakash N. Tripathi Physics	9005304442 bh8@pu.ac.in	253-4135
Girls Hostel No. 1 (Mata Gujri Hall)	Dr. Anju Goyal Statistics	9876159438 gh1@pu.ac.in	2541049 253-4482
Girls Hostel No. 2 (LaxmiBai Hall)	Dr. Papiya Mukherjee Botany	7011296572 gh2@pu.ac.in	2541439 253-4483
Girls Hostel No. 3 (Sarojini Naidu Hall)	Dr. Simran Preet Bio-Physics	8146944552 gh3@pu.ac.in	2541929 253-4382
Girls Hostel No. 4 (Kasturba Hall)	Dr. Indu Sharma Zoology	9592111622 gh4@pu.ac.in	2541562 253-4383
Girls Hostel No. 5 (Mata Savitribai Phule Hall)	Dr. Jaspreet Kaur Botany	8146473399 gh5@pu.ac.in	2541261 253-4975
Girls Hostel No. 6 (Mother Teresa Hall)	Dr. Supreet Thapar DCSA	9988218000 gh6@pu.ac.in	2783814 253-4378
Girls Hostel No. 7 (Bebe Nanki Hall)	Dr. Sonia Sharma Dr. SSBUI CET	9780194216 gh7@pu.ac.in	2720047 253-6193
Girls Hostel No. 8 (Florence Nightingale Hall)	Dr. Supreet Gill UILS	8146800026 gh8@pu.ac.in	-----
Girls Hostel No. 9 (Amrita Pritam Hall)	Dr. Nishima Wangoo UIET	9464258583 gh9@pu.ac.in	2920671
Girls Hostel No. 10 (Neerja Bhanot Hall)	Dr. Bani Narula Psychology	7508118715 gh10@pu.ac.in	2924706
Girls Hostel No.11 (Devi Ahilyabai Hall)	Dr. Navneet Kaur Physical Education	7988675822 Gh11@pu.ac.in	-----
Working Women Hostel (Sushila Nayyar Hall)	Dr. Sumedha Singh Communication Studies	9023789772 wwh@pu.ac.in	253-4198
International Hostel (Sarvadaman Chowla Hall)	Dr. Ravinder Kaur Dhaliwal, CDOE	9780333818 ih@pu.ac.in	-----

PANJAB UNIVERSITY HOSTEL ADMISSION FORM
(First/Second/third and fourth year students will fill-in online forms)
Session 2026-2027
(Incomplete Admission Form shall not be entertained)

Regd.No

[illegible][illegible][illegible][illegible]

4. Permanent Address:
(same as given in the admission form
and submitted to the Department)
Telephone No..... Mobile..... e-mail.....
Current Residential Address:
(same as given in the admission form)
(self-attested copy of residential proof
to be attached) Adhaar Card No. (copy attached)
Telephone No.....
Mobile.....
e-mail.....

6. Name occupation and address of the local guardian.....

Tel. No.: Residence.....Office.....

8.a. If you were resident of any hostel of PanjabUniversity earlier, give particulars:-

Hostel No.....RoomNo.....BlockNo.....

Stayed from.....to.....Mobile No.....

b. If you were resident of any hostel of Panjab University, during the session 2025-2026, give particulars:
Class.....Deptt.....Result.....

Examination Roll No.....

(IN CASE YOU HAVE FAILED OR NOT APPEARED IN THE EXAMINATION/S DURING THE SESSION 2024-2025, YOU ARE NOT ALLOWED HOSTEL ACCOMMODATION DURING THE SESSION 2025-2026.

9. If you were ever punished for misconduct/violation of Hostel Rules/Indiscipline etc. give particulars

10. Last examination passed University Year Roll No. Percentage of Marks obtained

11. Did you join any class of any department in the preceding year. Yes/No. Result
Deptt..... Class.....

12. Extra-curricular Activities/Hobbies.

13. Whether you are maintaining two wheeler in the hostel? Yes/No.

If yes, give registration number of the vehicle.....

Attach a photocopy of the Registration Certificate

(Hostel residents are not allowed to bring/keep vehicle i.e. four wheelers in Panjab University Hostels.)

14. SOLEMN DECLARATIONS: I, solemnly declare that the information given above is correct and nothing relevant has been held back. In case I cease to be a student of the class mentioned above or become ineligible for hostel accommodation, I shall inform the Warden immediately and leave the hostel. I shall not maintain four wheeler in the hostel. I have sought admission to the hostel with the consent of my parents/guardian. I have read the hand book of rules for hostel residents of P.U. and I shall abide by all the rules and other regulations of the university and instructions issued from time to time by the Warden/Dean Student Welfare (Women)/Dean Student Welfare/other Competent Authority of the University and shall clear all my hostel dues regularly. I along with my Parents/guardian have signed this undertaking with regard to ragging prohibition. If I furnish any wrong information, my seat may be cancelled and my hostel fee & security be forfeited.

15. Reference no., dated of online anti-ragging undertaking submitted by me at <http://www.antiragging.in>

Enclosed: a) Students undertaking regarding 'not to bring/keep vehicles (four wheelers) in PU Hostels'.
 b) Students undertaking to refrain from drug abuse

Dated.....

.....
Signature of the Applicant

Note:-Price of Handbook of Hostel Rules/Online processing charges: Rs100/-

ANNEXURE - B (in Continuation)

PANJAB UNIVERSITY, CHANDIGARH

Session 2026-2027

**CERTIFICATE OF BONAFIDE STUDENT OF PANJAB UNIVERSITY
(FOR USE BY THE CHAIRPERSON OF THE DEPARTMENT CONCERNED)**

16. The applicant is a bonafide student of class in the Department and his/her name has been entered at Sr. No in the Hostel Register maintained by the Department. It is certified that he/she is eligible for the hostel accommodation as per the PU Handbook of Hostel Rule 2026-2027. In case the applicant ceases to be a student/research scholar of the present class/course for any reason whatsoever, I shall inform the Warden concerned immediately. I shall not issue him/her Roll No. Slip without a "No. Dues" slip from the Warden concerned.

His/her University Regd.No.is.....

Chairperson
(Office Stamp)

(FOR USE BY THE WARDEN)

16. ADMITTED: Room No.....Block No.....

Warden

(FOR USE BY THE HOSTEL OFFICE)

17. Hostel Roll No.....Amount Received..... (Rupees.....)

Receipt No.....Dated.....

Clerk

Assistant

TO BE FILLED IN BY THE STUDENT IN HIS/HER OWN HANDWRITING

- SOLEMN DECLARATIONS:** I, solemnly declare that the information given above is correct and nothing has been concealed therein.

25

ANNEXURE - D

PANJAB UNIVERSITY, CHANDIGARH

Session 2026-2027

HOSTEL IDENTITY CARD

(ISSUING AUTHORITY - HOSTEL WARDEN)

**PANJAB UNIVERSITY
CHANDIGARH**



INSTRUCTIONS

1. This card testifies the student's status as a resident of the University hostel.
2. This card is not transferable. The resident should always keep this card in his/her possession. It should be available for inspection when demanded by the D.S.W./D.S.W.(W)/Warden or any other person authorised by D.S.W./D.S.W.(W)/ Warden on his/her behalf.
3. The card should be carefully preserved, as no duplicate will ordinarily be issued. In case of loss, a duplicate card will be issued on payment of Rs.100/-.
4. The card is valid for the session 2025-2026 only.
5. The resident while leaving the hostel at the end of the academic year or in the mid session, must return the card to the office of the Warden, failing which the resident will have to pay Rs.100/- before the securities are refunded.

Dean Student Welfare

HOSTEL IDENTITY CARD 2026-2027

Panjab University Hostel No.....
Hostel Roll No.....
Name.....
Father's Name.....
Postal Address.....
.....Phone No.....
Department.....Class.....
Block.....Room No.....
Date of joining the Hostel.....
Signature of the Resident.....

Must affix
latest pass-port
size
photograph

Signature of Warden

ANNEXURE - E

PANJAB UNIVERSITY, CHANDIGARH

Session 2026-2027

DULY SIGNED DECLARATION OF PARENT/GUARDIAN

(Declaration to be signed by the parents/guardian)

PANJAB UNIVERSITY HOSTEL NO.....

Name of the Resident.....

.....

Father's Name Sh.

and Address.....

.....Phone No.....

Department.....

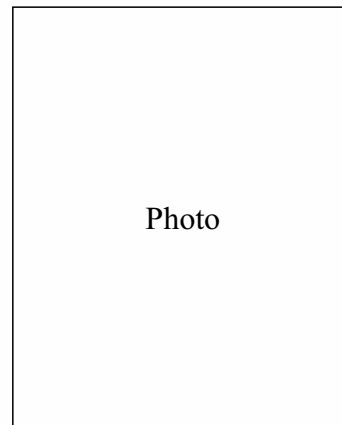
Hostel Block/Room No.....

Certified that Mr./Ms.....

.....

Whose particulars are given above has sought admission to the hostel with my consent. I declare that I shall be responsible for his/her proper conduct and regular payment of all his/her dues.

Dated.....



(Photo to be attested by the Chairperson of the concerned Department)

Address.....

.....

Signature of Parents/Guardian

Name of the Parents/Guardians

ANNEXURE - F

PANJAB UNIVERSITY, CHANDIGARH

Session 2026-2027

HOSTEL RESIDENT TWO WHEELER INFORMATION, IF APPLICABLE

PANJAB UNIVERSITY HOSTEL NO.....

Block/RoomNo.....Roll No.....

Name

Father's/Guardian'sName.....

.....

Address: (Permanent).....

.....

(Emergency).....

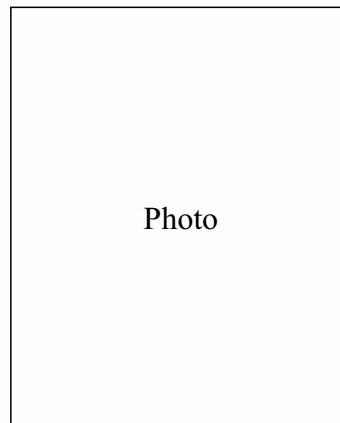
.....

Vehicle (two-wheeler only) No.&

Model.....

TelephoneNo.....Mobile.....

Signature.....



Department.....

Senior Assistant

Warden

ANNEXURE - G

PANJAB UNIVERSITY, CHANDIGARH

Session 2026-2027

UNDERTAKING FOR NO FOUR WHEELER

IS/o,D/o of
Department of
Class, Roll No., and resident of Boys/Girls Hostel No. hereby
undertake that I will not bring/keep vehicle (four wheeler) in Panjab University Hostel.

Signature of the student

Name of the Student

Chairperson/Director/Coordinator,

Department of
P.U. Chandigarh.

Warden,
Boys/Girls Hostel No.
P.U. Chandigarh

ANNEXURE - H

PANJAB UNIVERSITY, CHANDIGARH

Session 2026-2027

STUDENT'S UNDERTAKING TO REFRAIN FROM DRUG ABUSE

I declare that I have been made aware that possessing, consuming, distributing and peddling of narcotics, intoxicating drugs and other prohibited substances like alcohol & tobacco are forbidden on the University Campus and in the Hostels and I shall not indulge in any such activity during my study period in the Panjab University Campus.

In case the competent authority deems fit, I shall be willing to undergo medical examination including breath, blood and urine analysis as per instructions.

I understand that any involvement in any activity related to the consumption, possession, peddling or distribution of prohibited substances as mentioned above, will result in disciplinary action, which may include suspension, expulsion from the Department/Hostel and that I will be liable for any legal proceedings as deemed fit by the University.

I also declare that I shall abide by all the rules/regulations framed by the Panjab University, Chandigarh from time to time and I commit to remaining free from drug abuse and contributing to creating a drug-free environment within the Panjab University Campus.

Student Signature (with date)

Parent/Guardian's Signature (with date)

Name of the student

Name of the Parent/Guardian

Class

Address:

Department of

.....

Contact Number

.....

Address of student

Contact Number

.....

.....

All Chairperson/Directors/Coordinators & Wardens

(Note: Undertaking to be got filled and submitted at the time of admission of students in the concerned Department & Hostel)

ANNEXURE - I

PANJAB UNIVERSITY, CHANDIGARH

Session 2026-2027

**UNDERTAKING BY STUDENTS FOR NO RAGGING / NO PREVIOUS EXPULSION /
NO WEAPON / NO CRIMINAL OFFENCE / NO FIR (OFFLINE-RESEARCH SCHOLARS)**

1. IS/O, D/O of Mr/Mrs/Ms..... have carefully read and fully understood the law prohibiting ragging and the directions of the Supreme Court and the Central/ State Government in this regard.
2. I have received a copy of the UGC regulation on curbing the menace of Ragging in Higher Educational Institution, (2009) and have carefully gone through it.
3. I hereby undertake that:
 - I will not include in any behavior or act that may come under the definition of ragging.
 - I will not participate or abet or propagate ragging in any form.
 - I will not hurt anyone physically or psychologically or cause any other harm,
4. I hereby agree that if found guilty of any aspect of ragging, I may be punished as per the provision of UGC Regulation maintain above and/or as per the law of in force.
5. I hereby affirm that I have not been expelled or debarred from admission by any institution.
6. I will not possess/carry any lethal weapon on the University Campus and if any weapon is recovered from me, I be rusticated.
7. I have never been convicted under any criminal offence. No F.I.R. is registered against me and no criminal proceedings are pending against me.

OR

F.I.R./s is/are registered against me & criminal proceedings are pending in the court of at
However, I assure the University authority of my good conduct and behavior as per University admission rules.

Date

Signature of the Student:

Name:

Address:

I hereby fully endorse the undertaking made by my child/ward.

Signature of Mother/Father and/or Guardian

Witness:

Name of the Mother/Father and/or Guardian

Note: In compliance of the 2nd Amendment in UGC regulations, it compulsory for each student to submit on line undertaking every academic year at www.antiragging.in & www.amanmovement.org

ANNEXURE - J

PANJAB UNIVERSITY, CHANDIGARH

Session 2026-2027

**BONAFIDE RESEARCH SCHOLAR UNDERTAKING /
UNDERTAKING OF GUIDE**

I.....
(NAME IN CAPITAL LETTERS)

Hereby affirm that:-

- a) I am a Whole Time Research Scholar working in the Panjab University in the Department of
- b) I have been drawing UGC/CSIR/ICCR Scholarship since and its tenure is upto (attested copy attached).
- c) I am not getting my Scholarship/Fellowship since to.....
- d) I have been staying in Hostel No. since (for on-going students only)
- e) I am not working anywhere in any capacity of full-time or part-time basis.
- f) I have registered for Ph.D vide Letter No:dated
- g) My Ph.Dcandidancy has been approved vide Regn. No: dated (attached copy of the letter).
- h) I have successfully completed the Pre-Ph.D Course Work (for on-going students only)
- i) I have submitted the six monthly progress reports (for on-going students only).

Signature:

Deptt. of

The correctness of the above facts is attested. Therefore, recommended and forwarded for providing hostel accommodation.

Supervisor's Sign

Chairperson's Sign

Deptt. of

Deptt. of

Panjab University, Chandigarh
(STAMP)

Panjab University, Chandigarh

The Warden,

Hostel No.

ANNEXURE - K

PANJAB UNIVERSITY, CHANDIGARH

Session 2026-2027

AFFIDAVIT

To be Attested by Notary Public

I S/o

(NAME IN CAPITAL LETTERS)

R/o

bearing Aadhar No.

Hereby affirm that:-

1. I am a Whole Time Research Scholar working in the Panjab University in the
Department of
2. I am not getting any Scholarship/Fellowship from any agency.
3. I am not working anywhere in any capacity of full-time or part-time basis.

DEPONENT

VERIFICATION

*I/We the above named deponent do hereby verify that the contents of the aforesaid paragraphs 1 to 3 are true and correct to the best of my/our knowledge and belief and nothing is concealed there from.

Verified

DEPONENT



PANJAB UNIVERSITY ANTHEM

तमसो मा ज्योतिर्गमयः

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तमसो मा ज्योतिर्गमयः

तमसो मा ज्योतिर्गमयः

पंजाब विश्वविद्यालय

तेरी शान-ओ-शौकत सदा रहे

मन में तेरा आदर मान

और मोहब्बत सदा रहे

पंजाब विश्वविद्यालय

तेरी शान-ओ-शौकत सदा रहे

तू है अपना भविष्य विधाता

पंख बिना परवाज़ सिखाता

जीवन पुस्तक रोज़ पढ़ा कर

सही गलत की समझ बढ़ाता

जीवन पुस्तक रोज़ पढ़ा कर

सही गलत की समझ बढ़ाता

तेरी जय का शंख बजायें

रौशन तारे बन जायें

वखरी तेरी शोहरत

तेरी शोहरत सदा सदा रहे

पंजाब विश्वविद्यालय

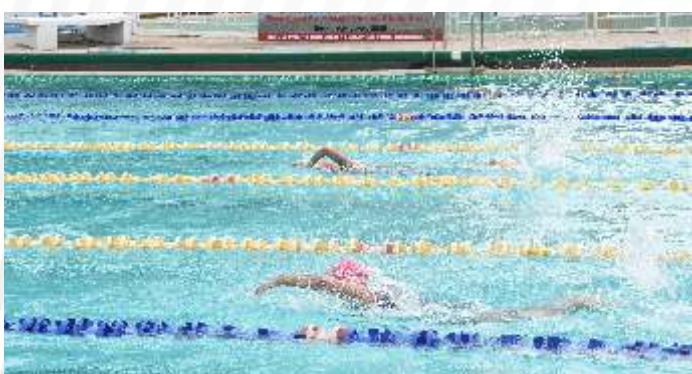
तेरी शान-ओ-शौकत सदा रहे

पंजाब विश्वविद्यालय

तेरी शान-ओ-शौकत सदा रहे

तमसो मा ज्योतिर्गमयः

तमसो मा ज्योतिर्गमयः



OUR DEDICATED TEAM



Sitting L to R : Dr. Ashwani Kumar (BH-7), Dr. Harbhinder Singh (BH-1), Dr. Jaspreet Kaur (GH-5), Dr. Nishima Wangoo (GH-9), D. Ravinder Kaur Dhaliwal (IH), Dr. Kashmir Singh (ADSW), Prof. Y.K. Rawal (DSW), Prof. Namita Gupta (DSW-W), Dr. Indu Sharma (GH-4), Dr. Simran Preet (GH-3), Dr. Supreet Thapar (GH-6), Dr. Papiya Mukherjee (GH-2), Dr. Naveen Kumar (BH-4)

Standing L to R : Dr. Navneet Kaur (GH-11), Dr. Bani Narula (GH-10), Dr. Supreet Gill (GH-8), Dr. Sonia Sharma (GH-7) Dr. Anuj Kumar (BH-2), Dr. Ajay Kumar Dogra (BH-6)



DEAN STUDENT WELFARE,
PANJAB UNIVERSITY, CHANDIGARH-160014
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