

बाबासाहेब भीमराव अम्बेडकर विश्वविद्यालय  
(केन्द्रीय विश्वविद्यालय)  
विद्या विहार, रायबरेली रोड  
लखनऊ - 226025

**BabasahebBhimraoAmbedkar University**  
(A Central University)  
VidyaVihar, Raebareli Road  
Lucknow - 226025

प्रो. रणवीर चन्द्र सोबती  
कुलपति

**Prof. RanbirChanderSobti**  
Vice Chancellor  
FNASC.FZSFSCGFPAS



It is a pleasure for me to welcome the fresh entrants aspiring for the University hostels. The University endeavours to make these hostels a home away from home; providing a clean, congenial and dynamic environ to the inmates to assist in their co-curricular as well as extracurricular growth besides assured academics with discipline, which are the necessary tools to face real life situations.

Our residents hail not only from India but from abroad also. This provides an opportunity for them to interact, understand and accommodate different cultures. I hope the residents will benefit from such an experience and shall spend their time harmoniously, with discipline, for developing an all round personality which will help in building the nation and beautiful world.

Ph. (O) 0522 – 2440820, (R) 0522 – 24400096, 2968833

Fax : 0522 – 2440821 (O) 0522 – 2440827, (R) Email: [vc@bbau.ac.in](mailto:vc@bbau.ac.in)

DEPARTMENT OF POLITICAL SCIENCE  
**BABASAHEB BHIMRAO AMBEDKAR UNIVERSITY**  
VidyaVihar, Raebareli Road, Lucknow – 226025, India



**Ripu Sudan Singh**, M.Phil, Ph.D.  
PROFESSOR OF POLITICAL SCIENCE,  
DEAN STUDENTS' WELFARE

It is a matter of great pleasure to welcome all new young and vibrant knowledge seekers to the NAAC Accredited 'A' Grade Central University. It gives me immense pleasure to welcome on campus all newcomers joining different academic programme of the university and I hope that some of them will become wards our hostels.

Of late the university has attracted candidates from the different parts of the country and the Globe. We have 06 hostels to accommodate outstation candidates on the campus. The well staffed hostels are equipped with mess, well equipped recreation room, reading room and opportunities for curricular and co-curricular activities. Each hotel has two Wardens (Administrative and Maintenance) to look after various activities in the hostel premises. The girl hostels have matrons round the clock. The vibrant hostels, thus, provide a comfortable stay and provides good ambience to the inmates for their scholastic pursuits.

This brochure provides all the basic and necessary information which will ensure each ward a smooth and enjoyable life. There is a well constituted team of DSW office with one Cultural DSW Prof. SanatanNyak, one DSW (Women) Prof. SudarshanVarma, and three Assistant DSW such as Dr. B.N. Dubey, Dr. Jay Shankar Singh and Dr. Shalini Agarwal. Beside that we have one former DSW Prof. M.Y Khan and Advisor to Vice Chancellor, Prof. R.B. Ram as Advisors to the DSW team. We have a full-fledged team of Proctorial office headed by Prof. S. Victor Babu as Proctor.

Hence, it shall be our collective efforts to make your stay in the university comfortable, while at the same instance we shall expect each ward to follow the disciplinary norms laid down by the university and conduct themselves with decency and decorum. The complete machinery of the DSW section is for the welfare of the students and they should feel free to access this Office in their hour of need, where we shall do our best to provide assistance and advice as per their need and requirement.

**(Ripu Sudan Singh)**  
Dean Students' Welfare

## Index

	Page No.
Objectives of Hostel life	4
Eligibility for Hostel allotment	4
Procedure for admission to hostel	4
Norms/Rules governing hostel life	5
Duration of stay in the hostel	6
Vacation of hostel rooms-procedure	7
Procedure for Eviction	7
Objectives of hostel mess	8
Organization of the mess	8
Eligibility for joining the mess	8
Dining hall	8
Grievance Redressal Mechanism in Hostel	9
List of Rates applicable	10
Norms of discipline	11
List of Functionaries	14

## A. HOSTEL RULES

### 1. OBJECTIVES OF HOSTEL LIFE

- 1.1 To ensure that students coming from different parts of the country live together and strengthen their relations with mutual co-operation and goodwill.
- 1.2 To ensure that the students are able to devote adequate time to their studies and research.
- 1.3 To develop a climate congenial for co-curricular and extra-curricular activities of students.
- 1.4 To develop an environment of community living and sense of social responsibility amongst the students irrespective of their caste, religion, place of living and gender.

### 2. ELIGIBILITY FOR HOSTEL ALLOTMENT

- 2.1 Students admitted to any regular full-time programme of study shall be eligible to apply for hostel accommodation.
- 2.2 Preference will be given to the following category of students in the allotment of hostel.
  - Students coming from outside of India
  - Students coming from the outside state of Uttar Pradesh
  - Students coming outside Lucknow
  - Day scholars and students coming from Lucknow will be considered for allotment if the seats are vacant.
- 2.3 Allotment shall be given to eligible claimants who have applied on prescribed format before the prescribed date and shall be done on the basis of merit in entrance test for each department. Preference shall be given to the following category of the students.

**Note:** If two students of a department get same marks in the entrance examination, the marks in qualifying examination will be taken into account for allotment. In case, more than one student gets similar marks in the qualifying examination, distance of his/her place of residence shall be the final criteria for allotment of hostel.

- 2.3.1 Students belonging to SC/ST&PH categories shall be given reservation in hostel seats as per quota fixed from time to time by the University. Presently it is 50% for SC/ST in the ratio of 2:1 (seats are interchangeable) and 3% for Physical Handicapped students on horizontal basis.
- 2.3.2 No student shall be eligible for admission to the hostel unless he/she deposits the currently applicable hostel dues/fees in every semester in the Hostel Account. (See list of Rates)
- 2.3.3 Receipts in respect of payment of hostel dues must be preserved till the end of the course and produced by the student when required.
- 2.3.4 Students who accept employment or join any course outside BabasahebBhimraoAmbedkar University in the course of their study will lose their entitlement to hostel accommodation. The concerned inmate shall be responsible to inform the hostel administration in this regard failing which disciplinary procedures may be adopted against the inmate.
- 2.3.5 Allotment of room shall be done by a Hostel allotment Committee which shall be headed by DSW or his nominee.

### 3. PROCEDURE FOR ADMISSION TO THE HOSTEL

- 3.1 A student seeking admission to the hostel may download the form from University website and submit the same, duly filled along with documentary evidence of registration for a regular program of study of the University and residential proof in the Office of the DSW within the prescribed date.
- 3.2 For the admission and continuation of accommodation in the hostel the student shall deposit the hostel copy of the registration cards in the hostel office, within the stipulated period for registration. If he/she fails to do so, the allotment shall be considered as cancelled.
- 3.3 Allotment of hostel shall be made by the Dean of Students' Welfare or any officer authorized by him. No student shall be entitled for any particular hostel or room as a matter of right.
- 3.4 The students are expected to take possession of the allotted room immediately after allotment of hostels by the Dean of Students' Welfare office, after paying the prescribed hostel fee, but not later than seven days of such allotments failing which the allotment shall automatically pass to the next candidate in the waiting list.

3.5 The allotment of rooms shall be made by the concerned Warden.

#### 4. **NORMS AND RULES FOR GOVERNING HOSTEL LIFE**

4.1 Allotment of a hostel room/seat shall not confer on the hostel inmate (student) any right to tenancy or subletting and the University shall have right to have the accommodation vacated in the event of breach of rules by the inmate.

4.2 The hostel residents should be back in the respective hostels latest by 11 p.m. Hostel inmates who are found outside their respective hostel premises after the stipulated time and involving in any indisciplinary activity or otherwise disturbing the peace on campus and privacy of BBAU community shall be evicted from hostel forthwith apart from any other disciplinary action by the University administration.

(Note: In case of Girls Hostel the timings for returning in the hostel is 08:00 PM)

4.3 A resident who wishes to remain absent overnight shall inform the Warden concerned in the prescribed form available in warden office and shall make the requisite entry in the register available with the security guard.

4.4 No visitor shall be permitted to stay in the room of the resident after 08:00 PM.

4.5 In case a hostel inmate leaves or returns to the hostel after the prescribed time, he/she shall enter his/her names in the register kept with the security guard. In case of refusing to do so he/she shall be liable for disciplinary action.

4.6 Residents shall keep their rooms and hostel premises neat and tidy.

4.7 Rooms shall be subject to inspection and checking by the University authority at any reasonable time.

4.8 Hostel inmates shall not misbehave or manhandle hostel staff on duty in the hostel premises. Any such indiscipline shall attract severe punishment as per university rules.

4.9 Hostel inmates are expected to come to dining hall, common room and the office properly dressed, failing which they shall be liable to disciplinary action as per University rules.

4.10 No hostel inmate shall carry on any activity in his room which may cause disturbance or annoyance to his/her neighbour or to the hostel or to the University authorities. Appropriate disciplinary action may be taken against such students as per University rules.

4.11 Male visitors including male students or guests shall not be allowed in ladies hostels except bona-fide male guests who may be permitted by Warden in the visitors' room of girls hostels. Similarly girls (including girl students) may be allowed only in the dining hall of men's hostels.

4.12 Only men can stay as guests in a men's hostel and only women can stay as guests in girl's hostel on payment of guest charges (Rs. 50/-per day for NON-AC and Rs. 200/- for AC room) for a maximum duration of fifteen days with prior permission of warden.

4.13 The hostel inmates shall make payment of all hostel dues at prescribed intervals as per university rules.

4.14 Visitor's stay in a hostel room in the absence of the hostel inmates is strictly prohibited and such visitors shall be treated as trespassers and shall be liable to be dealt with as per university rules.

4.15 Any hostel inmate lodging an unauthorized person shall be liable to fine and such other disciplinary action as per university rules.

“The hostel inmate(s) on account of harbouring unauthorized person(s) in his/her room would be fined in the first instance Rs. 1000/-. If found guilty second time, the fine will be Rs. 2000/- and if found guilty for the 3<sup>rd</sup> time, he/she will be evicted from the hostel.”

4.16 Notwithstanding the above, the disciplinary committee may take *suomoto* cognizance of any violation rules or indiscipline by any student and may impose fine/punishment as it deems fit.

4.17 The hostel administration reserves the right to deny entry into the hostel to any visitor including any student if, in their opinion, the visit is likely to disturb peace and discipline in the hostel.

4.18 The hostel inmate shall be given essential furniture in their allotted rooms. Demand for additional furniture will not be entertained.

4.19 Every hostel inmate shall be responsible for the care of the hostel property he/she uses. Any damage or loss of the hostel property will be charged individually, as the case may be, and shall be deducted from the caution money deposited by the inmate at the time of admission and they will also be liable to disciplinary action.

- 4.20 Hostel inmates shall switch off the lights, table lamps, fans and other electrical gadgets of his/her room while going out.
- 4.21 The hostel inmates shall not remove any property from the dining hall, common rooms or visitor's rooms or any other rooms of the hostels. In case they are found indulging in such activities then they shall be liable for disciplinary action.
- 4.22 The hostel inmates shall not tamper with the electrical fixtures in their rooms or in the hostel premises or use any unauthorized electrical gadgets. Any violation will amount to breach of hostel rules and shall be fined Rs. 500/- in the first instance, Rs. 1000/- in the second instance and shall be evicted from the hostel if found guilty next time.
- 4.23 Cooking of food in the rooms including the pantry is strictly prohibited.
- 4.24 The hostel inmates shall take care of their personal belongings and use their own locks in the rooms. The University shall not be responsible for any loss or damage of their personal belongings.
- 4.25 No hostel inmate is permitted to take away his belongings from the hostel premises without a proper gate pass issued by the Warden.
- 4.26 Use of narcotics, consumption of alcoholic beverages and gambling in the hostel premises is prohibited and any inmate found guilty is liable for disciplinary action.
- 4.27 Pets shall not be allowed within the hostel premises.
- 4.28 The hostel inmates shall not hold any religious or political meeting (other than related to student's activities) within the premises of the hostel, except with the prior written permission of the Vice-Chancellor.
- 4.29 The hostel administration reserves the right to take disciplinary action including eviction from the hostel, for violation of any of the above rules.
- 4.30 The University reserves the right to close any or all hostels *suomoto*.

## **5. DURATION OF STAY IN THE HOSTEL**

- 5.1 Accommodation in the hostel shall be allowed initially for the current semester and shall be subsequently allowed to the continuing registration and fulfilling academic requirements from time to time by the allottee. All occupants should subject themselves to the proof of registration and payment of all hostel dues every semester, including depositing of registration folios with the hostel office/Dean Students' Welfare office, failing which, he/she will be liable to be vacated/evicted as if he/she was not a registered student.
- 5.2 A Ph.D. hostel inmate may stay in the hostel not exceeding the total period of registration as prescribed in Ph.D. ordinance.

**Note:** (i) Ph.D. hostel inmates may stay in the hostel maximum for 7 days after the date of submission of their Ph.D. thesis.

(ii) P.G. and Ph.D. hostel inmates of the University who have vacated the hostel and are required to visit the University again for their Dissertation/Project or viva-voce tests may be allotted accommodation in the hostel, subject to availability for a period not exceeding 7 days on payment of guest charges.

- 5.3 The maximum duration of stay in the hostel is the normal prescribed duration of the program of studies to which the student is admitted.
- 5.4 Foreign nationals may be allowed to stay beyond the normal period prescribed for the Ph.D., provided their Ph.D. viva is likely to be conducted shortly but not later than two months after submission of thesis keeping in view the merit of each case. Stay beyond two months will be on guest charge basis, subject to the prior permission of the Dean Students' Welfare on the recommendation of the Supervisor and Head of the Department.

## **6. VACATION OF HOSTEL ROOMS - PROCEDURE**

- 6.1 It shall be mandatory for students to vacate Hostel rooms for the summer vacation for general maintenance works of the hostel.
- 6.2 Subject to the provision contained in para 5.4 above all terminal (Final Year) students must surrender their rooms to the concerned warden, maximum 07 days after completion of the end-semester

examination. However, the Dean Students' Welfare may grant extension to such students in very exceptional cases, upon request duly forwarded by supervisor concerned.

- 6.3 Those hostel inmates who discontinue their studies in the middle of semester shall submit an application for vacating the hostel in the prescribed form available with hostel office to the Warden concerned at least four days in advance of the date of their leaving the hostel. Permission for vacating the hostel will be accorded by the Warden concerned after the clearance of hostel and mess dues by the students concerned is submitted to the office.
- 6.4 Before vacating the hostel, each hostel inmates shall hand over to the wardens the complete charge of his or her room with all furniture and fixtures intact, and clear all hostel and mess dues. The resident students while vacating or on being evicted from the hostel rooms will have to pay the cost of article(s) found either missing or damaged, allotted in his/her name, keeping in view the original price of the article(s) as decided by the Warden, which shall be deducted from the caution money deposited at the time of admission.
- 6.5 Failure to vacate the hostel room by the due date will render the hostel inmates liable to disciplinary action or fine or both and eviction procedure shall be initiated against the student.

## **7. PROCEDURE FOR EVICTION**

- 7.1 A hostel inmate may be evicted from the hostel for any breach of disciplinary rules/norms of hostel or mess rules, or not conforming to academic requirements as stipulated in the Academic Ordinance of the University or otherwise notified by the University.
- 7.2 The eviction process will be effected by the Warden in consultation with the Dean, Students' Welfare.
- 7.3 Before eviction, the hostel inmate concerned will be served a five days eviction notice by the warden so that the resident is informed of the proposed action and could take care of his/her personal belongings lying in the room, and vacates the room on or before the date fixed for eviction.
- 7.4 If the hostel inmate does not vacate by the date specified in the a notice for eviction, the lock of the room shall be broken in the presence of committee consisting of:
  - a. The Proctor
  - b. The DSWrepresentative
  - c. The Warden
  - d. The Security Officer or his representative
  - e. The Caretaker/Matron, and
  - f. A nominee of the Vice-Chancellor
- 7.5 For this purpose, the Warden shall inform the concerned officers in advance.
- 7.6 Where the second room-mate is affected by eviction of the defaulting resident, the second room-mate shall be accommodated by the Warden in another room as may be possible.
- 7.7 If, on breaking open the lock, any personal belonging of the defaulting hostel inmates are found in the room, an inventory shall be prepared under the signature of above committee and disposed off by the Warden as per the recommendation of the committee.
- 7.8 If any furniture articles/fixtures allotted to the student found missing or damaged, the cost of article or damage to articles shall be recovered from the student, keeping in view the original price of the article which shall be deducted from the caution money or as may be decided by the committee.

## **8. OBJECTIVES OF HOSTEL MESS**

- 8.1 To ensure that hostel inmates get a balanced diet at a reasonable cost:
- 8.2 To foster a climate where the student from different creeds, languages and food habits sit and eat together harmoniously in a common mess;
- 8.3 To cultivate amongst the student co-operation and tolerance; and
- 8.4 To develop in the students capacity to manage the day to day affairs of the mess democratically.

## **9. ORGANISATION OF THE MESS**

- 9.1 Each hostel shall have a mess of its own
- 9.2 The mess shall be managed by the private contractor authorized by the university authorities.
- 9.3 The warden will be responsible for proper administration and maintenance of discipline in the hostel mess.

## **10. ELIGIBILITY FOR JOINING THE MESS**

- 10.1 All bonafide students of the University who have been allotted seats in the university hostel shall have to join their respective hostel mess.
- 10.2 A guest of a bonafide hostel inmate shall be permitted to take meals in the hostel mess on payment of guest mess charge.
- 10.3 The mess facility arranged by the Hostel Administration through the University has to be compulsorily adopted by all inmates. Meals shall be provided to the inmates against coupons which the inmate shall purchase one day in advance from the mess contractor.

## **11. DINING HALL**

- 11.1 Each hostel inmate, his/her guest, if any, shall have to take meal in the dining hall. Sick students may be allowed to have sick diet in their rooms with the permission of the Warden, if the student is not able to eat in dining hall. In no other case shall students be allowed to take the mess food outside the dining hall.
- 11.2 All hostel inmates and guests shall go to the dining hall properly dressed.
- 11.3 Self service system shall be followed in the mess. Hostel inmates shall collect their share of food from the counter in the dining hall if they need more of certain items, they shall be provided at the dining table by the helpers.
- 11.4 Impersonation i.e. eating against another bonafide student is prohibited and defaulter shall be dealt with as per university rules including an FIR for the offence.
- 11.5 One resident may eat only one plate or thali. For more than one person to eat from one plate or thali is prohibited.
- 11.6 The Hostel inmates are expected to behave with the Mess contractor and the mess staff with proper decorum and not enter into any altercation with them. If they have any grievance, they may record the matter in the suggestion book or may bring to the notice of the warden.
- 11.7 The Warden will check the suggestion book often and sign it with remark.
- 11.8 Smoking or taking alcoholic drinks in the dining hall is strictly prohibited.
- 11.9 Student shall not take mess utensils out of the dining hall.
- 11.10 Students shall not waste food.
- 11.11 Student shall observe cleanliness in the dining hall.
- 11.12 Students shall not ask mess employees to prepare special dishes for them.
- 11.13 Students and other hostel staff not on mess duty shall not enter in the kitchen.
- 11.14 Students, including their guests, if any shall adhere to the set timings scrupulously. No complaint shall be entertained if a student fails to report within the fixed hours.
- 11.15 To use dining hall of men's/women's hostel for purposes unrelated to the mess shall require prior permission of the Warden.
- 11.16 Any breach of the above rules shall render the student liable to fine and/or disciplinary action including expulsion from the hostel and removal from the University, etc.
- 11.17 In any emergent circumstances and issues not cover under the above Hostel rules wardens are authorised to take appropriate decision.

## **12. GRIEVANCE REDRESSAL MECHANISM IN HOSTEL**

- 12.1 Hostel in the University exists to provide the conditions of congenial living to the inmates, within the constraints of resources and personnel. Routine matters pertaining to the provision of facilities for the day-to-day running of the hostel, therefore, should be attended to by the existing hostel authorities. Redressal of grievance through the proposed special mechanism should be viewed as a last resort.
- 12.2 Any grievance from an inmate in the first instance shall be referred to the concerned warden who shall, depending upon the nature of the grievance, ensure that it is processed by him/her as speedily as possible and in no case later than a week from the date of receipt.
- 12.3 In case the inmate or inmates are not satisfied with action taken by the Warden, the inmates, as the case may be, are free to bring the grievance in writing to the notice of the Dean Students' Welfare concerned as soon as the decision of the Warden has been notified and in no case later than one week from the date of decision of the Warden.



- 12.4 The complaint will be made to the Dean, Students' Welfare along with the copy of the decision of the Warden.
- 12.5 Students may appeal against the decision of the Dean, Students' Welfare in writing to the Grievance Redressal Committee of the university with a copy of the decision of the DSW and the Warden.

### 13. LIST OF RATES (SUBJECT TO REVISION FROM TIME TO TIME)

#### Hostel Fee Structure:

S. No.	Items	Rates
1	Admission fee (per semester )	Rs. 1000/-
2	Hostel Caution Deposit (Onetime payment & Refundable)	Rs. 2000/-
3	Electrical Charges (per semester)	Rs. 500/-
4	Room Rental (per semester)*	Rs. 500/-
5	Services & Maintenance (per semester)	Rs. 500/-
6	Miscellaneous Fee	Rs. 100/-
<b>Total</b>		<b>Rs. 4600/-</b>

**Note:** (a) Hostel Caution Money shall be collected only once during one programme at the time of admission.

\*a) The SC/ST students are exempted from the Room Rental Charges.

### 14. COMMITTEE AGAINST SEXUAL HARASSMENT (COMPLAINTS COMMITTEE)

- 13.1 As per the guidelines of the Government of India and the Supreme Court of India, the BabasahebBhimraoAmbedkar University maintains that no member of the University community may sexually harass another. Any employee or student may be subjected to disciplinary action for violation of this policy. The university has a complaints committee, duly existing for any such redressal.

## GENERAL RULES OF DISCIPLINE AND CONDUCT OF STUDENTS OF BBAU

(Approved by the 26<sup>th</sup> Academic Council, Agenda No. 6: dated 7<sup>th</sup> Dec. 2009)

### 1. PREAMBLE

Whereas by virtue of Section 5 (XXV)\* of the BBAU Act read with statute 31(1)\*\* of the Statutes of the University, the Vice-Chancellor has been vested with all powers relating to discipline and disciplinary action in relation to students and whereas Statute 31(5)\*\*\* empowers the University to frame detailed rules of discipline and proper conduct; and now in pursuance of the same the Academic Council and the Board of Management have approved the following rules of discipline and proper conduct among the students of the University.

### 2. SHORT TITLE AND COMMENCEMENT

- (i) These Rules shall be called "the BBAU Student's Discipline and Conduct Rules" hereafter referred to as the "Rules"
- (ii) These Rules shall come into force with effect From the date of notification
- \* To regulate and enforce discipline among students and employees of university and to take such disciplinary measures in this regard as may be deemed necessary.
- \*\* All powers relating to discipline and disciplinary action in relation to students of the university shall vest in the Vice-Chancellor.
- \*\*\* Without prejudice to the generality of his powers of the Vice-Chancellor the Principals and Proctor and the persons specified in clause (4) as aforesaid, detailed rules of discipline and proper conduct shall be made by the university.
- \*\*\*\* These Rules shall come into force w.e.f. 01-09-2009.

### 3. APPLICATION OF RULES

- (1) These Rules shall apply to all students of the University (including part-time students) whether admitted prior to or after the commencement of these Rules.

- (2) Any breach of discipline and conduct committed by a student inside or outside the BBAU Campus shall fall under the purview of these Rules.
- (3) Without prejudice to the generally of the power to enforce discipline under Statue 3(5) of the Statutes of the University, the acts mentioned in Rule 4 shall amount to acts of misconduct or indiscipline or both.

#### 4. CATEGORIES OF MISCONDUCT AN INDISCIPLINE

##### Category-I

- i. All acts of violence and all forms of coercion such as gheraos, sit-ins or any variation of the same which disrupt the normal academic and administrative functioning of the University and/o act which incites or leads to violence.
- ii. Gheraos, laying siege or staging demonstrations around the residence of any member of the University Community or any other form of coercion, intimidation or disturbance of right to privacy of the residents of the campus.
- iii. Sexual harassment of any kind which shall also include:

##### Category-II

- i. Committing forgery, tampering with the Identity Card or the University records, impersonation, misusing University property (movable or immovable), documents and records, tearing of pages or, defacing in any way destroying the books, journal, magazines and any material of library or unauthorized photocopying of possession of library books, journal, magazines or any other material.
- ii. Hunger strikes, *dharnas*, group bargaining or any other form of protest by blocking entrance or exit of any of the academic and/or administrative complexes or disrupting the movements of any member of the University community.
- iii. Furnishing false certificates or false information in any manner to the University.
- iv. Any act of moral turpitude.
- v. Eve-teasing or disrespectful behavior or any misbehavior with a girl student, woman staff member/visitor.
- vi. Arousing communal, caste or regional feelings or creating disharmony among students.
- vii. Use of abusive, defamatory, derogatory or intimidatory language against any member of the University Community.
- viii. Causing or colluding in the unauthorized entry of any person into the campus or un-authorized occupation of any portion of the university premises, including halls of residences, by any person.
- ix. Unauthorised occupation of the hostel rooms, unauthorized acquisition and use of University furniture in one's hostel room or elsewhere.
- x. Indulging in acts of gambling in the University premises
- xi. Consuming or possessing dangerous drugs or other intoxicants in the University premises.
- xii. Damaging or defacing, in any form, any property or heritage or statute of the University, property of any member or the University community.
- xiii. Not disclosing one's identity when asked to do so by a faculty member or, employee, of the University who is authorized to ask for such identity.
- xiv. Improper behavior while on tour or excursion.
- xv. Coercing the medical staff to render medical assistance to persons not entitled for the same or any other disorderly behavior in the Health Center.
- xvi. Blockade or forceful prevention of any normal movement of traffic, violation of security, safety rules notified by the University.
- xvii. Any other offence under the law of land.
- xviii. Ragging in any form.
- xix. Accommodating unauthorized guests or other persons in the halls of residence.
- xx. Engaging in any attempt at wrongful confinement of any member of the faculty; staff, student or anyone camping the campus.
- xxi. Any intimidation of or insulting behaviour towards a students, staff, or faculty or any other person.
- xxii. Any other act which may be considered by the V.C. or any other competent authority to be act of violation of discipline and conduct.

#### 5. PUNISHMENT:

The competent authority may impose any of the following punishment by exercising its discretion against any student found guilty of any of the acts of indiscipline or misconduct in Category-I or Category-II as the case may be, in Rule 3.

## **Category-I**

- i. Cancellation of admission or withdrawal of degree or denial of registration for a specified period.
- ii. Rustication up to four semester period and/or declaring any part or the entire BBAU campus out of bounds.
- iii. Expulsion.

## **Category-II**

- i. Admonition/Reprimand
- ii. Fine upon Rs. 25,000/-
- iii. Recovery of any kind, such as scholarship/fellowship, any dues, cost of damages etc.
- iv. Withdrawal of any or all facilities available to a students as per BBAU rules (such as Scholarship/Fellowship, hostel etc.)
- v. Stoppage of any or all-academic processes.
- vi. Declaring any Halls of Residences, premises, building or the entire BBAU Campus out of bounds to any student.
- vii. Rustication upto two Semesters.



## **6. GENERAL.**

- i. No punishment shall ordinarily be imposed on a student unless he/she is found guilty of the offence for which he/she has been charged by a proctorial or any other inquiry after following the normal procedure and providing due opportunity to the student charged for the offence to defend himself/herself.
- ii. In case the Vice-Chancellor or any competent authority is of the opinion that on the basis of the available material and evidence on record, a italics case exists against a student, the authority may order suspension of the student including withdrawal of any or all facilities available to a italics student pending proctorial or any other inquiry.
- iii. Notwithstanding any punishment mentioned in Rule 4, the Vice-Chancellor or any person/committee authorized by him may, keeping in view the gravity/nature of misconduct/act of indiscipline, the manner and the circumstances in which the misconduct/indiscipline has been conducted, award a punishment in excess of or less or other than that has been mentioned thereon for reasons to be recorded.

## **7. INTERPRETATION**

- i. In case any dispute arises with regard to the interpretation of these Rules, the matter shall be referred to the Vice-Chancellor, whose decision thereon shall be final.

## LIST OF FUNCTIONARIES





S. no	Name	Designation	
1.	<i>Prof. M.Y. Khan</i>	FormerDean Students' Welfare (Advisor)	
2.	<i>Prof. S. Victor Babu</i>	Proctor	

### Dean of Students' Welfare Office



S. no	Name	Designation	
1.	<i>Prof. Ripu Sudan Singh</i>	Dean Students' Welfare (DSW)	
2.	<i>Prof. SanatanNayak</i>	DSW Cultural	
3.	<i>Prof.SudarshanVerma</i>	Dean Students' Welfare (Women)	
4.	<i>Dr. B.N. Dubey</i>	Assistant DSW, Hostel Allotment	
5.	<i>Dr. Jay Shankar Singh</i>	Assistant DSW, Hostel Management	
6.	<i>Dr. Shalini Agarwal</i>	Assistant DSW, Women Issues	

## List of Hostel Warden's

S. no	Name	Designation	
1.	<i>Dr. Neetu Singh</i>	<i>Warden, Administration Yashodhara Girls Hostel</i>	
2.	<i>Dr. Richa Kothari</i>	<i>Warden, Maintenance Yashodhara Girls Hostel</i>	
3.	<i>Dr. Deepa Raj</i>	<i>Warden, Administration Sanghmitra Girls Hostel</i>	
4.	<i>Dr. Sufiya Ahmad</i>	<i>Warden, Maintenance Sanghmitra Girls Hostel</i>	
5.	<i>Mrs. Rajshree</i>	<i>Warden, Administration Chitrakṣha Girls Hostel</i>	
6	<i>Dr. Alka</i>	<i>Warden, Administration Chitrakṣha Girls Hostel</i>	
7.	<i>Dr. K. Sharmila</i>	<i>Warden</i>	
8.	<i>Dr. Surendra Meher</i>	<i>Warden, Administration Siddhartha Boys Hostel</i>	
9.	<i>Dr. Anis Ahmad</i>	<i>Warden, Maintenance Siddhartha Boys Hostel</i>	

10.	<i>Dr. M.L. Meena</i>	<i>Warden, Administration Kanishka Boys Hostel</i>	
11.	<i>Dr. Dhirendra Pandey</i>	<i>Warden, Maintenance Kanishka Boys Hostel</i>	
12.	<i>Mr. Pawan Kr. Chaurasia</i>	<i>Warden, Administration Ashoka Boys Hostel</i>	
	<i>Dr. Pradeep Kumar</i>	<i>Warden, Maintenance Ashoka Boys Hostel</i>	

### **Office of DSW's**

S. no	Name	Designation	
1.	<i>Mrs. Meenakshi Khare</i>	<i>P.S. to Proctor</i>	
2.	<i>Mr. R.K. Gupta</i>	<i>Special Assistance to DSW office</i>	
3.	<i>Mr. Parashuram</i>	<i>Upper Division Clerk</i>	