



Hostel



PROSPECTUS 2020-21

DEEN DAYAL UPADHYAYA COLLEGE

(University of Delhi)

Sector-3, Dwarka, New Delhi-110078



Pandit Deendayal Upadhyaya
(1916-1968)

Boys' Hostel

Greetings to hostel residents !

Self-discipline is a reward for one-self which is always followed by great accomplishments in life.

We, at Deen Dayal Upadhyaya College Hostel, intend to provide you with comfortable, healthy and secure stay. The hostel life is comprised of fellow students with diverse culture, background and upbringing, hailing from several part of India, carrying different aspirations. Thus, it becomes imperative on part of the residents, to maintain harmony, be tolerant, accommodative, and considerate, thereby creating a memorable learning experience to the fullest satisfaction of life.

We ensure, clean, relaxed, hygienic and safe atmosphere with state-of-the-art infrastructure, equipped with almost all the modern amenities, such as, hot & cold water, air-conditioner, spacious room (on twin sharing basis) with attached toilet & balcony, washing machines for laundry, microwave oven, induction hot plate, first-aid medicine kit, recreation room with in door games and DTH television, mess facility, mini- library, and multi-layer security arrangements, including the system of biometric attendance. The hostel also organizes several events in sport & games, cultural and academic activities, programs related to career counseling and important life-skills in order to develop all round personality of the residents vis-a-vis future perspectives. We expect residents to be disciplined, cooperative and dedicated to their career objectives, thereby bringing laurels to the institution. Residents should refrain themselves from indulging in any unlawful activity such as ragging, damage to hostel property, physical assault, etc., and from consumption of prohibited items to avoid stringent disciplinary action.

I extend my best wishes for career objectives of all the residents.

Dr. Abhijeet Sinha



Girls' Hostel

Warm greetings to all the Deen Dayal Upadhyaya College hostel aspirants and their esteemed parents.

It gives me immense pleasure in presenting hostel prospectus 2020-21. At the DDUC hostels, we not only provide our students with a neat and clean environment and a comfortable place to live in but encourage them to learn and practice life skills too. Hostel life not only gives the opportunity to experience diverse cultures and faiths, but also enhances the integrity, mindfulness, cooperation and open-mindedness. Rich and memorable experiences gained during the stay in the hostel are precious assets earned by the students which help them in the rest of their life. It reminds me quotes by Swami Vivekananda " A Brave, frank, clean-hearted, courageous and aspiring youth is the only foundation on which the future nation can be built". I wish you all the best for your comfortable, cordial and productive stay at DDUC hostel

Dr. Kulvinder Singh



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About Us

Deen Dayal Upadhyaya College is a constituent College of the University of Delhi. The Government of National Capital Territory of Delhi established the College in the year 1990 at Karam Pura. The College receives 100% grant-in-aid from the Govt. of NCT of Delhi and is recognized under Section 2 (f) and 12-B of the UGC Act. In July 2016, the College shifted to its present campus located at Sector-3, Dwarka, New Delhi-110078.

The College offers ten Under-Graduate Honors programs in Botany, Chemistry, Electronics, Physics, Zoology, Computer Science, Mathematics, Commerce, Management Studies, and English. Further, it also runs Bachelor programs in Physical Science (with Chemistry), Physical Science (with Computer Science), Life Science, Mathematical Science and Bachelor in Arts. The College also offers Certificate courses in Russian, French, German, Spanish, Chinese, Japanese, and Korean Language and an add-on course on Effective Communication and Personality Development through Theater (ECPDT).

Deen Dayal Upadhyaya College hostel is a residence for full time under-graduate students of this college and research scholars registered under guidance of teachers of this college with University of Delhi.

The internal administration and discipline of the hostel is vested in the Warden who carries out work under the overall supervision of the Hostel Committee. The Warden is assisted by the hostel office staff in carrying out day-to-day work. The policies of the hostel are decided by the Governing Body of the College under the overall guidelines and policies of University of Delhi.

Applications for admission to Hostel should be made in the prescribed form which can be obtained either from the Hostel Office or can be downloaded from www.dducollegedu.ac.in. The form can be filled online using the Google form link given on the website. The application form must be accompanied with non-refundable processing fee of Rs. 200/- to be paid electronically. The application form without fee (Rs. 200/-) will not be accepted. The application should be deposited in the respective Hostel Office in accordance with the time schedule notified on the Notice Board of the Hostel or Website of the College. A fresh application is needed every year. The Principal of the College has the final authority in deciding the admissions to the hostel on the recommendation of Warden. Before actual admission to the Hostel, every applicant has to produce documentary evidence that he/she has already been admitted to the college.

Students of the College whose parents are not residing in Delhi shall be considered for Hostel accommodation. The allotment of seats in Hostels shall be based on merit in the qualifying examination cum performance of students in the interview.



Seats in the Hostel

No. of Rooms in the Hostel:

Boys' Hostel : 45 (90 Seats on Twin-Sharing Basis)

(The hostel has three additional rooms, One each for Research Scholars, Medical Emergency and Store)

Girls' Hostel : 45 (90 Seats on Twin-Sharing Basis)

(The hostel has one additional room for Research Scholars. In case of emergency, the Recreation room is used for medical care)

Mission : To create and provide world class hostel facility equipped with state of art infra structural amenities. Enriching residents with cutting edge knowledge and skills

Vision : To make this hostel a Hall of Fame



2. HOSTEL ADMINISTRATION

Hostel Committee

Principal: Dr. Hem Chand Jain
Warden (Boys' Hostel): Dr. Abhijeet Sinha
Warden (Girls' Hostel): Dr. Kulvinder Singh
Proctor : Dr. Neeraj Tyagi

: Chairman
: Convener
: Co-Convener
: Member



Dr. Hem Chand Jain
Chairman

Faculty Committee Members



Dr. Jayini Adhyapak



Dr. Sangeeta Talwar



Dr. Mamta Amol Wagh

Hostel Office Staff

Boys' Hostel



Dr. Raj Kumar Singh, Manager



Ms. Usha Verma, Junior Assistant

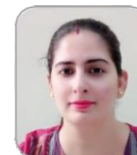


Mr. Devendra Pratap Singh, MTS

Girls' Hostel



Ms. Ekta Sinha, Manager



Ms. Kanika Bhatia, Junior Assistant



Ms. Kajal Kumari, MTS

Mess Committee (Boy's & Girl's)

Resident Council

- President (to be elected)
- Secretary (to be elected)
- Treasurer (to be elected)

Mess Committee

- Warden
- President, Resident Council
- Secretary, Resident Council

Contact

Phone : 011-25000401, 011-25000201, +918287762878(GH)

Email: Boys Hostel: officebh@ddu.du.ac.in

Girls Hostel: officegh@ddu.du.ac.in

Website : <https://ddu.collegedu.ac.in/Viewtopic.aspx?MenuId=2EX4ZVLjpSnMAX8Qn32MHw==>



3. ALLOCATION OF SEATS IN EACH (BOYS'/GIRLS') HOSTEL

Group No.	Courses in the Group (All Semesters)	No. of Seats*
1	B.Sc. (Hons.) Course:(Botany, Chemistry, Computer Science, Electronics, Mathematics, Physics and Zoology)	37
2	B. Com. (Hons.) and B.M.S.	21
3	B.A. and B.A. (Hons.) English	16
4	B. Sc. Program: (Physical Science with Chemistry, Physical, Science with Computer Science, Life Science, and Mathematical Science)	16
	TOTAL	90

*To maintain equitable distribution of seats among all departments, merit list will be prepared department wise within the group. The order of allotment for the first time will be decided by draw of lots among the courses within the group and subsequently by rotation. The vacant seats of any category and course shall be re-allocated by the Hostel Committee. The College also reserves the right to alter the nature and number of seats to be allocated. The Hostel Committee also reserves the right to relax any condition depending upon the availability of seats.

4. RESERVATION

The accommodation in the hostel will be allocated following the reservation policy of the University of Delhi as per details given below:

- 4.1 Out of the vacant hostel seats, 15% seats are reserved for SC students and 7.5% for ST students.
- 4.2 However, if seats are available, any odd case of SC/ ST students, whose parents are residing in Delhi, may be examined by the Head of the Institution/ Hostel on the individual merit of the student concerned. Last

date for admission to the Hostel shall be 1 according to dates fixed for admission of SC/ ST students by the University and the seats remaining unfilled in this reserved category be treated as open seats and be offered to other students after the expiry of last date for admission to Hostels for SC/ST students.

- 4.3 In each of the hostel, 3% seats are reserved for the students under PwD category.
- 4.4 A few seats in each hostel are also reserved for CW quota.



5.1 Hostel accommodation will be provided only to the students admitted in Deen Dayal Upadhyaya College as regular students on yearly basis. Research Scholars must be registered with University of Delhi under the guidance of teacher(s) of Deen Dayal Upadhyaya College.

5.2 Admission to the Hostel cannot be claimed as a matter of right.

*Either of the parents of applicant must not be residing in the National Capital Territory of Delhi region (Delhi, Faridabad, NOIDA (Gautam Budha Nagar), Gurgaon, Ghaziabad, Sonipat, Bahadurgarh and Bagpat) at the time of admission. Proof of residence in the form of self-attested photocopy of Aadhar Card or Passport is to be submitted along with application. (Original copy of the document is to be produced at the time Admission only). An affidavit has to be submitted with the application form stating that there is no house in the name of either of parents as well as parents are not residing in National Capital Territory of Delhi.

5.3 The Hostel Committee is empowered to verify the credentials and may seek additional information in this regard during interaction with parents/local guardian at the time of admission.

5.4 Basis of Allotment for 1st Semester Under Graduate Course

5.4.1. Student who has secured admission to the College is eligible for Hostel accommodation based on the merit of marks obtained in the qualifying examination(s) and Interview score of the student.

5.4.2. In case of tie in merit, the following procedure shall be adopted to decide the ranking of the candidate

- a. Marks in language (Hindi/English)
- b. Distance (Farthest distance will be preferred)
- c. Date of Birth (Older student will be preferred)

BASIS OF ALLOTMENT FOR 3rd & 5th SEMESTER STUDENTS

5.5 Admissions to the hostel shall be considered afresh every year, based on performance in the previous year examination.

5.6 No disciplinary action has been taken against the candidate and adherence/compliance to the rules of Hostel by the College Discipline Committee or Hostel Committee.

5.7 The student should have passed the Previous Year (Both Semester) Examination without any Essential Repeat.

5.8 *The minimum requirement of attendance of classes (Lecture+Tutorial+Practical) shall be 75% of the total classes held during the Previous Academic Year (**both Semesters taken together**).

5.9 Students will be admitted on the basis of merit of marks/grade obtained in the previous year (**both Semesters taken together**) and interview.

5.10 In case of tie in merit the following procedure may be adopted to decide the ranking of the candidate.

5.11 Residency in Previous Year will be preferred.



- 5.12 Distance (Farthest distance will be preferred)
- 5.13 Date of Birth (Older student will be preferred)
* The College reserves the right to relax the conditions, depending upon availability of seats.
- 5.14 Suppression of the facts or wrong information pertaining to any of these eligibility criteria would make the students liable to disciplinary action as deemed fit by the Hostel Committee.
- 5.15 Complaints, if any against the admission list of the Hostel should be given in writing to the Warden within three days of the display of the list. These complaints, if necessary, will be reviewed in a meeting of the Hostel Admission Committee

6. CHECK LIST FOR APPLICATION

- 6.1 Completed Application Form.
- 6.2 Two Passport size photographs.
- 6.3 Proof of present residence with copy of Aadhaar Card, Voter Card, or equivalent document. Self-attested copy of relevant documents (Mark sheet of qualifying exam, Category Certificate, College admission feeslip).
- 6.4 Affidavit to be given by parents on a non-Judicial stamp paper (Issued in Delhi) of Rs. 10/- stating that there is no house in the name of either of parents as well as parents are not residing in National Capital Territory of Delhi, as per the prescribed format given in the Hostel prospectus, Annexure I.
- 6.5 Together with the admission form, separate undertaking for anti-ragging to be submitted by the parent and the student both in the prescribed format as given in the Hostel prospectus, Annexure II.



RESIDENCE RULES

- 7.1 Accommodation is offered to resident on twin-sharing basis. In no circumstances, individual room will be allotted. No resident is allowed to exchange his/her room or his/her room-mate without the prior written permission of the Warden.
- 7.2 Residents are not allowed to handover keys of their rooms to any person other than the Hostel Staff.
- 7.3 Every resident is responsible for the care of the hostel property. Residents found guilty of damage to the hostel property will be charged for the damage, individually or collectively, as the case may be, and shall be liable for disciplinary action along with necessary penalty.
- 7.4 A resident, except research students, will have to vacate the hostel within two days of the last day of his/her even semester examination failing which he/she will have to pay Rs. 100/- per day for a maximum duration of 7 days. Cases of those residents who stay in the Hostel beyond this date, if regarded as essential, may be considered by the Warden and shall be charged Rs. 150/- per day for accommodation only.
- 7.5 No belongings can be left in the Hostel at the year-end by the residents.
- 7.6 Every resident must handover to the hostel office staff, all the furniture and equipment of their rooms before vacating their rooms and obtain a clearance certificate from the office of the Warden.
- 7.7 Every resident is compulsorily a member of the Hostel Mess. The Hostel Mess may/may not function during summer vacation. Cooking in the rooms is strictly prohibited.
- 7.8 Residents should intimate in writing to the Hostel Office immediately regarding any changes in the addresses, email-ids and telephone/mobile no. of parents and local guardians duly verified by the parents/guardian.
- 7.9 Residents who take up part-time jobs or discontinue their studies in the middle of the session shall inform the Hostel Office in writing and leave the Hostel immediately after clearing all the dues.
- 7.10 A resident- student of Ph.D. course is required to submit a certificate from the Head of the Department and the Supervisor concerned every six months that he/she is actively engaged in research and his/her work is satisfactory failing which his/her accommodation in the hostel will be terminated.
- 7.11 To inculcate the habit of cleanliness and promote dignity of labor among the students, the residents will clean their own rooms and washrooms themselves. A suitable reward system is in place for appreciation of such residents. Residents are expected to maintain reasonable standard of cleanliness and hygiene, else penalty will be imposed on residents whose room is found dirty during the surprise visit by the Hostel Committee members and Office Staff.
- 7.12 The common areas will be cleaned by the house keeping staff.
- 7.13 Parking of any kind of Vehicle is not allowed in and around the hostel premises by the Hostel Resident.
- 7.14 Residents are not allowed to play in front of the hostel premises in order to avoid damage to hostel property and disturbance to other Residents.



- 7.15 Residents are required to mark Biometric Attendance twice a day, once during Morning hours between 05.00 a.m.-11.00 a.m. and secondly, during 07.00 p.m.- 10.00 p.m.in the Evening at the time of last check-in in the hostel.
In order to check unauthorized absence of the residents, surprise inspection can be carried out by the hostel authorities.
- 7.16 Statutory guidelines issued by Government authorities on the matter of health, law & other such social situation shall be binding on the residents. In certain unforeseen situations such as medical emergency (like pandemic & epidemic), social unrest, law & order problem and on directives of statutory authorities, hostel services can be temporarily suspended and residents can be asked to vacate.

LEAVE RULES

- 7.17 All residents are required to return back to the hostel latest by 9.00 p.m. in summer (March-October) and 8.00 p.m. in winter (November–February). Any unexplained or unauthorized delay/absence from the hostel beyond prescribed time will be subject to disciplinary action.
- 7.18 Out station leave shall be granted only on submission of letter/e-mail communication from the parents/local guardian.
- 7.19 Leave cannot be claimed as a matter of right and can be denied, depending upon prevailing circumstances.
- 7.20 Any student failing to return to the hostel after expiry of his/her leave, without prior intimation, will be liable to disciplinary action which could be expulsion from the hostel.

GUEST RULES

- 7.21 Parents/family members of the residents are permitted to stay as guest in the guest house with prior recommendation of the Warden and approval of the Principal for not more than 3 days. They are required to pay a sum of Rs. 1,000/- per day as room rent in advance, without mess facility.
- 7.22 Guest can avail mess facility in the dining hall through purchase of Coupons available with mess manager.
- 7.23 The overnight stay of unauthorized person/guests in the Hostel will be considered violation of Hostel discipline. Any resident violating this rule shall be liable for expulsion from the Hostel or a fine as decided by the Hostel Committee.
- 7.24 Application for Guest House accommodation is available in Hostel Office.

VISITING RULES

Guest/visitors of resident are permitted to visit hostel during 7.30 A.M. to 8.00P.M only.



8. HOSTEL FEES

8.1 Annual Fee *(To be deposited at the time of Admission)*

S No	Particulars	Amount (Rs.)
1	Admission Fee	500
2	Identity Card	100
3	Utensils and Furniture	2,500
4	Medical Fee	500
5	Garden Fee	100
6	Recreation Room Fee	500
7	Hostel Union Fee	500
8	Repair & Maintenance of Premises	2,000
9	Electrical Appliances	2,000
10	Development Fee	5,000
11	Establishment Fee	12,000
12	Magazine/News Paper Fee	200
13	Student Activity Fee	1,000
14	Room rent	10,000
15	Hostel Campus Security Services	12,000
16	Contingency fee	6,000
17	Caution Money <i>(Refundable/Adjustable)</i>	5,000
	Annual Total	Rs. 59,900#

Fees will be charged on pro-rata per quarter basis due to the prevailing COVID pandemic situation.

8.2 Quarterly Charges

(To be deposited for 1st quarter at the time of Admission and subsequently by 10th of first month of each quarter i.e. October, January, and April)

S. No.	Particulars	Amount (Rs.)
1	Electricity Supply Charges*	3,000
2	Water Supply Charges*	1,500
3	House Keeping Charges	3,000
4	Mess Fee **	12,000
	Total per Quarter	Rs. 19,500

*Includes other allied charges of maintenance support with respect to electricity and water supply. Amount charged are the minimum charges as per the existing tariff and are subject to upward revision with change in rates by the respective agencies
Mess charges shall be as per prevailing rate contract agreement with the mess contractor.

*Research Scholar receiving fellowship or engaged in teaching assignments shall deposit HRA entitled to him/her



8.3 MODE OF PAYMENT

Fee will be accepted only through ONLINE Payment Modes.

- 8.3.1 Fee for Foreign Students: Besides other charges a fee of Rs. 20,000/- would be charged annually from foreign students at the time of admission and every year on re-admission.
- 8.3.2 Refund of Caution Money: No fee is refundable except the caution money which will be refunded by RTGS after the resident has paid all the dues and vacated the Hostel. The refund of caution money can be claimed in the prescribed form available in the Hostel office not later than one month.
- 8.3.3 Default in payment of Quarterly Charges: If Quarterly charges are not paid by 10th day of the 1st month of each Quarter, a fine of Rs.50/- for each day of delay will be charged. After 30th of the month, failure to pay the dues will lead to withdrawal of the room allotment and mess facility without any prior notice. All residents going out of Delhi during vacations or otherwise, should make arrangement for the payment of dues by due date.

8.4 REBATE ON MESS FEE

Rules regarding rebate in mess fees in case of absence from the Hostel are as follows:

- 8.4.1 No rebate shall be allowed for absence of less than 7 consecutive days from the hostel. Rebate will be considered only in case of, prior intimation in writing in the prescribed format to the Hostel Office.
- 8.4.2 The rebate form for mess has to be filled in advance, before departure. In any case, no mess rebate will be granted to the resident who claims the rebate after his/her return from leave.
- 8.4.3 The rate of rebate will be Rs.50/- per day subject to a maximum of 30 days in an academic year.

8.5 CHARGES FOR WITHDRAWAL AND CANCELLATION

S.N.	Particulars	Cancellation Charges (Amt. to be deducted)
i.	Cancellation of admission before joining the hostel	Rs.1000/-
ii.	Cancellation of admission after joining the hostel with stay up to one month	a) Annual Charges : Rs. 5,000/- b) Quarterly Charges: Rs.6,500/-
iii.	Cancellation of admission with stay in the hostel for more than one month	a) Annual Charges: No Refund b) Quarterly Charges: Rs.6,500/- for a month or a part thereof

Description of Room & Common Facilities : A Glance	
<ul style="list-style-type: none"> Accommodation on twin-sharing basis Room Size: 18 ft. x 11.6 ft. Bed with mattress (without linen) Study Table and Chair with pedestal storage Book-shelf Air Conditioner Almirah Attached Washroom and Balcony 	<ul style="list-style-type: none"> Washing Machine-2 Nos. Refrigerator Induction & Electric Kettle Microwave Water cooler with purifier-2 Nos. Television with DTH in recreation room Iron and Ironing Board for common use Chess, Carom-Board, Badminton and Table Tennis Newspaper/Magazine Mini Library comprising of books on Competitive examination



DINING HALL

- 9.1 There shall be a separate Mess Committee for the hostel under the general supervision of the Warden. The Mess Committee will function in accordance with the Mess rules framed by the Warden. The accounts of the Mess will be maintained by the Hostel Office.
- 9.2 Food will not be served outside the Dining Hall for anyone (residents or their guests). If any resident is found taking food and utensils outside the dining hall, a penalty of Rs.200/- shall be imposed on the defaulting resident on such incident. Any subsequent default will double the amount of penalty.
- 9.3 In case of illness, a resident may be allowed to have sick diet in his/her room with the Warden's permission.
- 9.4 Those who are late from class for any meal or want a meal earlier must inform in advance to the mess manager in writing for special arrangements. In case, if food is not consumed before the next meal, any further such request will not be entertained for one month.
- 9.5 Packed lunch for those who can't come for lunch can be arranged by the mess manager only if, prior intimation is given.
- 9.6 Students are not allowed to remove the kitchen utensils, crockery or cutlery from the mess/dining hall under any circumstances. No property shall be removed from the dining hall.
- 9.7 Wastage of food is strictly forbidden and will be punished with a minimum fine of Rs.100/- per meal.
- 9.8 Non-resident dining member (NRDM) facility shall be available for full time bonafide students of the college with the permission of Warden.
- 9.9 Coupon facility shall be made available for restricted number of day scholars, staff of the college and guest of the residents to have food in the mess.
- 9.10 Meals will be served in the dining hall during the following hours:

Breakfast 8:00 a.m. to 9:00 p.m.

Lunch 1:00 p.m. to 2:00 p.m.

Snacks 5:00 p.m. to 5:30 p.m.

Dinner 8:00 p.m. to 9:00 p.m.

LIBRARY

- 9.11 Hostel has created a mini-library having select titles of books for preparation of competitive examination. Resident can borrow and consult the collection.
- 9.12 To facilitate residents, the main library of the college remains open for extended hours, a month prior to and during semester examination.
- 9.13 Newspapers and magazines are available in the hostel for use by the residents.

RECREATION ROOM

- 9.14 The hostel has recreation room where television viewing facility is available. It remains open during the following hour:

07:00 a.m. to 9:00 a.m.

12:00 p.m. to 9:00 p.m.

05.00 p.m to 10:00 p.m.



- 9.15 The hostel has indoor facility for few games such as table tennis, carom and chess facility. Other games such as badminton, gymnasium and archery are available in the college premises.



MEDICAL CARE



- 9.16 First-Aid box is available in the hostel. In case of a medical emergency, resident is taken to the nearest hospital and the local guardian is duly informed. The local guardian is required to take charge thereafter and the entire responsibility for treatment and expenses will be borne by the parents/local guardian and the college will not be responsible in any way for the further course of treatment. Residents are strongly advised not to use self-prescribed medicine in case of illness.

BANKING



- 9.17 The College has Punjab National Bank (PNB) Branch located inside the main building within the college premises. Additionally, there is an ATM with passbook printing facility located near the college canteen.

CAFETERIA



- 9.18 There is a cafeteria in the college run by a contractor under the supervision of the Cafeteria Committee of the college. Residents can avail the facility on payment basis.

AMUL MILK KIOSK



- 9.19 A milk parlor is available near the Cafeteria which caters to the additional requirement of residents for milk based food products and other confectionery items on payment basis.

PHOTOCOPY OUTLET



- 9.20 A photocopy outlet is available in the premises of college. The outlet is available near the cafeteria.

INFRASTRUCTURE & AMENITIES

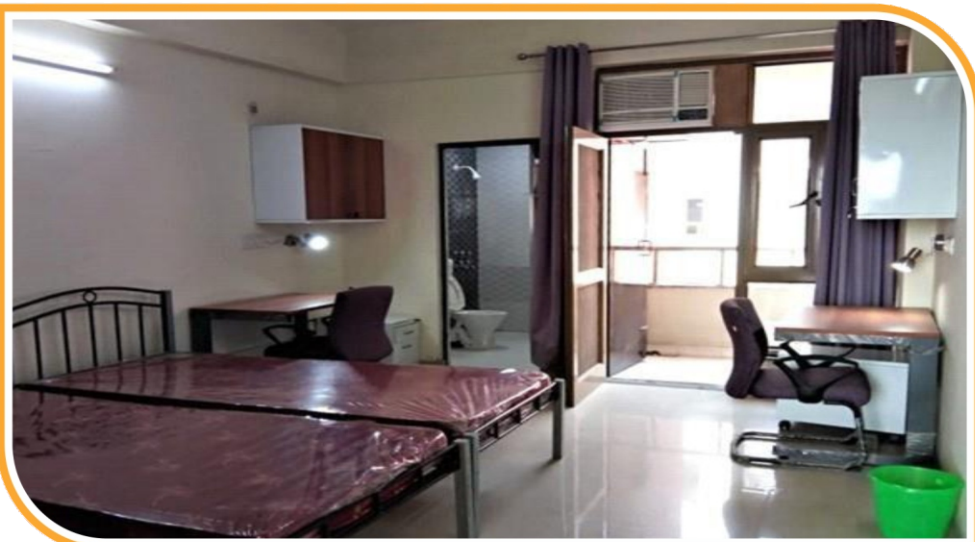
Lift Lobby



SPACIOUS ROOMS

Fully air-conditioned spacious room with all modern facilities

Hostel Room



Water Cooler & Purifiers



Touch less Sanitizer Dispenser and Thermometer



Festival Celebration

Janmashthami, Deepawali
Lohri and Holi



Orientation Day cum Fresher Party 18th August 2019



Festival Celebration 15th August, 2019 Independence Day



Students Activity

**Movie Session
14 Feb. 2020**



Sports Tournament 25-26th January, 2020



Medical Camp

15th September, 2019



11. GENERAL DISCIPLINE

- 11.1 It also becomes the highest obligation and responsibility of all residents that they must keep the college hostel free from Polythene, Alcohol, Smoke etc. to ensure pollution free environment and refrain themselves to be part of any unlawful act including ragging to avoid any severe disciplinary action from the college/University. Grant of hostel facility is a special facility and privilege. Every resident is expected to conduct him/herself with discretion, pursue his/her studies sincerely and attend his/her classes regularly.
- 11.2 Consumption of liquor and use of any contraband drug is strictly prohibited in the hostel. Anyone found guilty of contravening this regulation will be required to vacate the hostel immediately
- 11.3 Entry of guest/visitor is restricted to the recreation room/mess only. Any guest/visitor staying after 8.00 pm in the recreation room shall be considered an unauthorized person and shall invite disciplinary actions. No, residents are allowed to take his/her guests/ friends/ relatives/family members to their room in any circumstances.
- 11.4 Residents must not play loud music or indulge in any activity which may disturb other residents. After 11.00 pm, no Residents are allowed to loiter around in the Hostel common areas.



- 11.5 Use of electric equipment such as Heater, Hotplate, TV, Kettle, Iron, Immersion Rod, Refrigerator, Cooler, etc. are strictly prohibited inside the Hostel Room. However, residents are permitted to use Electronic equipment such as Computer, laptop, and Mobile charger. Playing music with loud volume is strictly prohibited.
- 11.6 RAGGING in any form is strictly prohibited within the college premises or any other part of University of Delhi.
- 11.7 Any individual or collective act or practice of ragging constitutes gross indiscipline and shall be dealt with under Ordinance XV-C.
- 11.8 Residents must maintain proper decorum in the hostel. Severe action will be taken against students, who abet other students, whether in breaking the rules or in undermining the discipline of the hostel.
- 11.9 Every resident must inform the administration in writing about his/her absence from the Hostel, if he/she stays out for a night. He/she should also give the address at which he/she may be contacted. Failure to adhere to this rule will invite penal action as decided by the Hostel Committee.
- 11.10 Residents are advised not to keep expensive items of large sums in their room.
- 11.11 Residents are required to use their locks and not to leave the room unlocked when they are not in their rooms in order to safeguard their personal belongings against theft.
- 11.12 Residents must carry the Hostel Identity Card with them and produce the same on demand by Security Guard and College/Hostel officials. Entry of Resident without I-Card shall invite a penalty of Rs. 200/-.
- 11.13 Security Officials have right to physically check the bags/luggage carried by the Residents at the time of Entry/exit. If necessary, frisking may also be carried out as and when needed. Any intimidation of the guards shall be treated as serious offence.
- 11.14 No resident shall engage any person for service of any kind.
- 11.15 Residents are required to collect their parcels at the main gate of the College campus. No delivery boy is allowed to enter the college premises for security reasons.
- 11.16 Food delivery from independent vendors is permitted before 10.00 p.m. at the Main Gate.
- 11.17 Gross indiscipline of any kind, irregularity in payment of dues and poor class attendance record will be treated as disqualification for readmission.
- 11.18 Residents are advised not to paste posters on the walls and doors of the Hostel and college premises. Graffiti is strictly prohibited.
- 11.19 Residents are required to switch off the lights and fans while leaving the room.
- 11.20 Hostel rules and regulations are subject to change from time to time and these will be notified as and when required. Residents are liable to fine/expulsion for breach of these directives.
- 11.21 Tampering with and undue interference in the functioning of safety /security devices installed in the hostel premises such as CCTV, Biometric Machine, Electrical appliances, Wi-Fi access points, communication lines and electrical switching controls etc. shall be viewed as a serious breach of discipline and damage to property. This will make you liable to severe penalty and may lead to expulsion.



- 11.22 Celebration of birthday by residents in groups in their hostel room, especially at midnight creates lot of disciplinary issue besides defacement of hostel property. Such activities are strictly prohibited and punishable.
- 11.23 Any person/resident posting/publishing incorrect information about the Hostel and related institutional matters in the social/ print media, which is damaging to the reputation of the hostel/college and its authorities, shall be liable to strict disciplinary/legal action.
- 11.24 For problems related to hostel, residents cannot resort to illegal means for it is immediate such as demonstration/strike/coercive agitation/ for forcing the authorities protest without following the specified procedure of grievance redressal.

12. GRIEVANCE REDRESSAL

- 12.1 Residents having any complaint/ grievances are required to submit the same in writing to the Office of the Warden.
- 12.2 Redressal will be ordinarily met within two weeks' time.
- 12.3 If resident is not satisfied with the resolution, he/she can approach the Office of the Principal and submit the grievance in writing.
- 12.4 Unless the matter is suitably addressed by the Principal, aggrieved residents cannot make their grievances public or represent to other authorities.
- 12.5 Residents cannot go public with their grievances without following the above due procedure of grievance redressal
- 12.6 Any person/resident posting/publishing incorrect information about the Hostel and related institutional matters in the social/ print media, which is damaging to the reputation of the hostel/college and its authorities, shall be liable to strict disciplinary/legal action.



Manner Maintenance of Discipline among students of the University

- All powers relating to discipline and disciplinary action are vested in the Vice-Chancellor.
- The Vice-Chancellor may delegate all or such powers as he/she deems proper to the Proctor and to such other persons as he/she may specify in this behalf.
- Without prejudice to the generality of power to enforce discipline under the Ordinance, the following shall amount to acts of gross indiscipline:
 - (a) Physical assault, or threat to use physical force, against any member of the teaching and non-teaching staff of any Institution /Department and against any student within the University of
 - (b) Delhi;
 - (c) Carrying of, use of, or threat to use of any weapons;.
 - (d) Any violation of the provisions of the Civil Rights Protection Act, 1976;
 - (e) Violation of the status, dignity and honour of students belonging to the scheduled castes and
 - (f) tribes.
 - (g) Any practice-whetherverbalorotherwise-derogatoryofwomen;
 - (h) Any attempt at bribing or corruption in any manner;
 - (i) Willful destruction of institutional property;
 - Creating ill-will or intolerance on religious or communal grounds;
- Without prejudice to the generality of his/her powers relating to the maintenance of discipline and taking such action in the interest of maintaining discipline as may seem to him/her appropriate, the Vice-Chancellor, may in the exercise of his/her powers aforesaid order or direct that any student or students-
 - (a) Be expelled; or
 - (b) Be, for a stated period rusticated; or
 - (c) Be not for a stated period, admitted to a course or courses of study in a College, Department or Institution of the University; or
 - (d) Be fined with a sum of rupees that may be specified; or
 - (e) Be debarred from taking a University or College or Departmental Examination or Examinations for one or more years; or
 - (f) That the result of the student or students concerned in the Examination or Examinations in which he she or they have appeared be cancelled.
- The Principals of the Colleges, Heads of the Halls, Deans of Faculties, Heads of Teaching Departments in the University, the Principal, School of Correspondence Courses and Continuing Education and Librarian shall have the authority to exercise all such disciplinary powers over students in their respective Colleges, Institutions, Faculties and Teaching Departments, in the University as may be necessary for the proper conduct of the Institutions, Halls and teaching in the concerned Departments. They may exercise their authority through, or delegate authority to, such of the teachers in their Colleges, Institutions or Departments as they may specify for these purposes.
- Without prejudice to the powers of the Vice-Chancellor and the Proctor as aforesaid, detailed rules of discipline and proper conduct shall be framed. These rules may be supplemented, where necessary, by the Principals of Colleges, Heads of Halls, Deans of Faculties and Heads of Teaching Departments in this University. Each student shall be expected to provide himself/herself with a copy of these rules,
- At the time of admission, every student shall be required to sign a declaration that on admission he/she submits himself/herself to the disciplinary jurisdiction of the Vice-Chancellor and the several authorities of the University who may be vested with the authority to exercise discipline under the Acts, the Statutes, the Ordinances and the Rules that have been framed there under by the University.



Ordinance XV - C. Prohibition of and Punishment for Ragging

- Ragging in any form is strictly prohibited, within the premises of College/ Department or Institution and an' part of Delhi University system as well as on public transport.
- Any individual or collective act or practice of ragging constitutes gross indiscipline and shall be dealt with under this Ordinance.
- Ragging for the purposes of this Ordinance, ordinarily means any act, conduct or practice by which dominant power or status of senior students is brought to bear on students freshly enrolled or students who are in any way considered junior or inferior by other students and includes individual or collective acts or practices which-
 - (a) Involve physical assault or threat to use of physical force;
 - (b) Violate the status, dignity and honour of women students;
 - (c) Violate the status, dignity and honour of students belonging to the scheduled castes and (d) tribes:
 - (e) Expose students to ridicule and contempt and affect their self-esteem;
- The Principal of a College, the Head of the Department or an Institution, the authorities of College, of University Hostel or Halls of Residence shall take immediate action on any information of the occurrence of ragging.
- Notwithstanding anything in Clause (4) above, the Proctor may also suomoto enquire into any incident of ragging and make a report to the Vice-Chancellor of the identity of those who have engaged in ragging and the nature of the incident.
- The Proctor may also submit an initial report establishing the identity of the perpetrators of ragging and the nature of the ragging incident.
- If the Principal of a College or Head of the Department or Institution or the Proctor is satisfied that for some reason, to be recorded in writing, it is not reasonably practical to hold such an enquiry, he/she may so advise the Vice-Chancellor accordingly.
- When the Vice-Chancellor is satisfied that it is not expedient to hold such an enquiry, his/her decision shall be final.
- On the receipt of a report under Clause (5) or (6) or a determination by the relevant authority under Clause (7) disclosing the occurrence of ragging incidents described in Clause 3 (a), (b), and (c) the Vice-Chancellor shall direct or order rustication of a student or students for a specific number of
- The Vice-Chancellor may in other cases of ragging order or direct that any student or students be expelled or be not for a stated period, admitted to a course of study in a college, departmental examination for one or more years or that the results of the student or students concerned in the examination or examinations in which they appeared be cancelled.
- In case any students who have obtained degrees of Delhi University are found guilty under this Ordinance appropriate action under Statute 15 for withdrawal of degrees conferred by the University shall be initiated.
- For the purpose of this Ordinance, abetment to ragging whether by way of any act, practice or incitement of ragging will also amount to ragging.
- All institutions within the Delhi University system shall be obligated to carry out instructions/directions issued under this Ordinance, and to give aid and assistance to the Vice-Chancellor to achieve the effective implementation of the Ordinance.







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