

**Central University of Rajasthan**  
**NH-8, Bandarsindri, Kishangarh-305817**

**ADMISSION POLICY FOR HALL OF RESIDENCES**  
**[BOYS and GIRLS HOSTEL]**

The admission policy for Hall of Residences [Boys and Girls Hostel] indicates the procedure of the admission for Hall of Residences of the Central University of Rajasthan (hereinafter referred to as University) for all students residing in Halls of Residences (Hostels), hereinafter referred to as 'Hostelers'.

**1. ADMISSION TO HALLS OF RESIDENCE:**

- a) Students who have joined a regular course in the University shall be eligible for hostel accommodation for the duration of his/her course. However, allotment of the Hostel to the students shall not be a matter of right and the University shall have discretion to allot or not to allot the Hostel accommodation to a particular student or a group of students based on the parameters of suitability and need, in the broader interest of the academic environment of the campus.
- b) The hostel administration shall allocate hostel rooms/seats to students of varying academic, cultural, social, national backgrounds together to inculcate cross cultural/ academic / social and national understanding. All the hostellers shall have mutual respect for all the inmates of the Hostels.
- c) Keeping in view the limited number of space, the priority in hostel admission will be given in the following order (i) to the students from other states and the foreign nationalities, (ii) to students from the far off places within Rajasthan (beyond 100 or more kilometers), and (iii) to the students residing within the radius of 100-25 Kms).
- d) Local students living within the radius of 25 kilometers may also be considered for hostel accommodation on the recommendation of the Central Admission Committee subject to (a) availability of the accommodation in hostels, (b) good academic record, (only if vacancy exists after allotment of seats/rooms to students as mentioned in above point).
- e) For girl students seeking accommodation at the hostel, the local guardian/parent should meet the Warden at the time when the student occupies the room for the first time.
- f) The hostel administration reserves the right to refuse admission to any applicant without assigning any reason thereof.
- g) Admission will be granted maximum for only one academic year at a time subject to availability. Although every effort will be made to accommodate all eligible students in the Hostel, no student can rightfully claim automatic admission for the subsequent year.
- h) For renewal/re-admission to the hostel, a fresh application will be necessary along-with all the necessary documents.

## **2. ELIGIBILITY FOR ADMISSION:**

The students satisfying the following eligibility criteria shall be considered for admission:

a) Applicant should be a full-time bonafide student of the University. He /she is not enrolled in any part time course.

b) He/she is not employed or has joined any course outside the University.

c) His/her parents are not residing within 25 kilometers from the University campus. (except point no

1.(d) ADMISSION TO HALLS OF RESIDENCE:

d) He/she doesn't have the permanent address within the same distance limit of 25 km. (except point no

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e) Admission shall not be granted to a student in case there is any disciplinary action pending against him / her.

f) If there are any dues pending against the student, then he/she will not be eligible for admission to hostel.

g) He/she has not been debarred from hostel on earlier occasions for not more than two times (who have been expelled / rusticated or suspended for any reason by the University) shall not be considered for hostel admission. In case such action is taken during the continuance of the course of study, such hostellers shall not be entitled to continue for hostel accommodation.

h) The students who switch over from one programme to another programme on same level (from one programme to another programme at UG level / at PG level; and/or changing to direct Ph.D programme without completing the existing programme of study) will be allotted hostel accommodation for less than the period he/she has already availed in the University hostel (period is termed as the total duration of that programme).

i) He / she has not availed the University hostel facility for a course/programme of same level. These are the students who are admitted to a programme at a level at which the student already has a degree or has pursued studies in the University (at the same level) with hostel accommodation. A student who has passed one course/programme from the University shall not be eligible for hostel accommodation on his/her admission in any course/programme of the same level.

Suppression of information or giving wrong information pertaining to any of these eligibility criteria would make the student ineligible for admission in the hostel with immediate effect.

## **3. DOCUMENTS NEEDED AT THE TIME OF HOSTEL ACCOMMODATION:**

Admissions to the Hostel and allocation of rooms to students would be at the discretion of the competent authority of the University. Application for hostel accommodation shall be submitted to Dean Student Welfare/Convener, Central Committee on Residences to ascertain the eligibility for hostel accommodation. Only the eligible students are allowed to submit hostel accommodation form (which is available on [www.curaj.ac.in](http://www.curaj.ac.in)) along with following documents/testimonials:

- a) Two copy of recent passport size photograph.
- b) A copy of fee receipt for the course for which admission has been secured showing amount of hostel fee deposited.
- c) Certificate of health from a competent medical authority as notified by the University. Students should produce contagious diseases free certificate clearly mentioning that the candidate is not suffering/ or does not have history of following - Communicable/infectious Decease, Physical Disease/ Mental Disorder, Asthma etc.
- d) A Character certificate from the previous institution where the student was studying.
- e) Photocopy of Antirragging affidavit by student and parent.
- f) Residents of Girls' hostel shall submit name and residential addresses of persons (maximum 03) whom the student may visit or stay with when permission for 'night out' is obtained, countersigned by parent/guardian.

If any documents submitted by the applicant found to be fake/false the hostel allotment will be withdrawn immediately. In such case fees paid will not be refunded and appropriate disciplinary action will be initiated.

#### **4. FOR JRF/SRF/PROJECT STAFF WORKING IN VARIOUS PROJECTS:**

- a) Allotment of rooms/seats (only if vacancy exists after allotment of seats/rooms to regular students/JRFs) to JRFs/SRFs (working in various projects in the University and who are not registered students) may be considered based on availability and an application to the Chief Warden supported by a copy of appointment letter issued by the Project Section of the University, forwarded by Supervisor/Head of the department.
- b) Such JRFs/SRFs who have got accommodation in University hostel, will not be entitled for HRA. However such project fellows who are getting consolidated amount, have to pay hostel charges as applicable to other students.
- c) All rules and regulations of Hall of Residences shall also be applicable to JRFs/SRFs.
- d) The chief warden may cancel the allotment of hostel seat at any time if such JRFs/SRFs contract with the Project ends or if hostel rules are violated.

#### **5. FOR EXTERNAL STUDENTS VISITING THE UNIVERSITY FOR ACADEMIC PROGRAMMES:**

- a) The Dean Academic/Dean Research/Dean of School shall forward such student's name to the Chief Warden for allotment of a room/seat in the hostel subject to availability.
- b) The room/seat in hostel to such students will be provided subject to availability.
- c) Such student visitor will be charged fee at the rate decided by the university time to time or as per MoU.

- d) The incumbent student shall be personally responsible for his/her safety and contingencies arising out of accidents/health problems etc.
- e) It will be an obligation on the part of the student to obey code of conduct of hostel.
- f) University has the right to reject any student from the Hostel admission on the ground(s) of safeguarding the interests of the residential community of its Hostel/Campus.

#### **6. WITHDRAWAL FROM HOSTELS/TERMINATION ON COURSE COMPLETION:**

- a) Application for withdrawal/termination from the Hostel countersigned by the Parent/Guardian and cleared by HoDs/PI shall be submitted to the Chief Warden/Warden. Such application shall be submitted after all Hostel dues have been cleared.
- b) The Chief Warden/ Warden will strike out such name from Hostel Roll. Merely vacating the room will not be considered as withdrawal from Hostel. In spite of the fact that the hosteler has actually vacated his/her room, he/she shall have to pay all the Hostel dues including fines, till he/she continues to be on the roll i.e. until his/her name is formally withdrawn as per procedure.
- c) The result (mark sheets/degree) of any semester/ course shall be withheld by the University Administration if there is any due against the student or pending decision for violation of any of the Hostel Rules. The Hostel Administration shall bring such cases to the knowledge of the Controller of Examination for necessary action.
- d) In case of any outstanding dues payable by any hosteller at the end of course/programe, the hostel office may report it to the Controller of Examinations (CoE) to withhold his/her result until such dues are settled. If a student leaves the University without clearing the Hostel dues, the hostel administration may recover the outstanding dues from his/her Hostel security and caution deposit. If any amount still remains unrecovered, notices to his/her guardian shall be served who will finally be responsible to clear the same. Pending the recovery of the amount due, neither the result of the student will be cleared nor the clearance be issued.

In addition to these rules, hostellers are also governed by the rules, orders, instructions etc. issued by the competent authority of the university from time to time.

#### **REMOVAL OF DIFFICULTY**

- a) Notwithstanding anything contained in these rules, the Vice-Chancellor may, on the recommendations of the Chief Warden / warden and where it is expedient to do so, take appropriate decision on the hostel related issues not covered by these rules.