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**Jayawant Shikshan Prasarak Mandal**  
**HADAPSAR PUNE**

**Background :**

The hostel is headed by the campus director, hostel warden and assistant wardens. It is maintained by the trust, **Jayawant Shikshan Prasarak Mandal**, Pune for the benefit of its girl students. Only the full time, regular girl students are eligible for admission. The student must pay full hostel fees before joining the hostel. Admission to the hostel is entirely at the discretion of the management authorities. Student can ensure hostel admission in subsequent years of study only on the basis of a satisfactory conduct, regular attendance and good performance in the classes and examinations.

1. The student admitted to the hostel is subject to the rules and regulations laid down by the management authorities. Breach of these rules by the resident will involve disciplinary action including dismissal from the hostel and/or the college. Moreover, misbehavior with the Warden Madam or the Management will not be tolerated. Residents must show respect and due courtesy in dealing with fellow students, roommates and hostel staff.

**The management reserves rights to change rules and regulations for hostel accommodation.**

**Securing admission :**

- Students seeking admission must submit printed admission form of hostel along with CAP allotment letter, AADHAR card and 2 recent passport size colour photographs and receipts of payment of college and hostel fees.
- In case of students admitted through management quota or against CAP vacancy, the candidate must submit State / NEET result, DTE enrolment letter along with admission offer from the college, printed admission form of hostel, AADHAR card and 2 recent passport size colour photographs along with receipts of payment of college and hostel fees.
- Must confirm hostel admission by paying 100% fees by online or offline cash payment mode.
- Every hostel resident must have a current college identity card authorized by the college authorities.
- For securing admission in subsequent academic year, students are required to apply freshly on or before 15th June of that academic year.
- A room is assigned to the resident only by the warden.
- Once allotted, a room will not be changed in the same academic year. Change will be done only after completion of the academic year. The warden has the right to change the room of the resident at any time, if it is considered necessary in exceptional cases.
- At the time of admission, each student should check furniture provided in the room and if not in order at the time of allotment, must return back or report the authorities. At the time of vacating room for vacations, leaves or after completion of course, the furniture should be in proper shape & condition.
- Boarders leaving the hostel for vacations : Students are required to vacate the hostel within 3 days from the last paper of the final exam and leave bedding and baggage with



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proper label in a separate room provided at the ground floor. Must also take away their valuable personal belongings from their respective rooms and lockers. They must keep their bedding, clothing or any other futile in a separate hall provided for the same. Wardens will not be held responsible for any damage or loss incurred and no form of compensation will be entertained by the warden. Such custody, however, will be only for a month of vacations but certainly not more than that.

- The students completing the course must leave hostel with all the belongings within 7 days from the last paper/exam.
- Year down students will not be claiming for room unless they become regular students.

**DAILY / WEEKLY SCHEDULE :**

- Night Attendance :
- On Sunday – Saturdays:
- Lunch
- Dinner
- Work : as per the college hours

**Hostel Etiquette: What to Do and Not to Do in a Hostel**

- Be quiet especially after 11.30 am.
- Keep the lights off.
- Keep the rooms clean and tidy , bathrooms clean.
- Avoid plastic bags.

There will be absolutely no cooking in the rooms.

**DRESS CODE:**

- Students must wear neat and decent dress especially while entering in the mess or hostel office and premises and when they have visitors.
- Extreme, immodest and extravagant dresses must be avoided. Wearing spaghetti straps, short skirts and deep neck tank tops that are revealing are not acceptable to be worn.
- Hostel inmates are instructed not to carry gold, precious metal ornaments, or valuable things in the hostel. Hostel authorities discourage the use of high end mobiles, laptops, tabs and in case of loss authorities will not be responsible.

**HEALTH and MEDICAL FACILITIES:**

- Any case of sickness must be promptly reported to the wardens. Inmates are required to inform hostel warden in case of accident or injuries .
- If suffering from any mental disorder or disease , the students must inform the hostel authorities.



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- In case of emergency, the ambulance facility will be made available for hospitalization after seeking permission from parents/guardians. However, the management will not be responsible for the cost of treatment and hospitalization.

**RECREATION and OUT PASSES:**

- Social programmes such as *Ganesh Pooja, Holi, Garaba Dandiya* etc. are only allowed with the permission of the campus management
- The inmates are required to submit gate pass for night-out that has to be signed by guardian/ parents/ family head. Maximum 2 night outs ( for a day) will be issued in a month
- Gate passes will be issued for valid reasons and only twice a month.
- Hostel residents are not allowed to celebrate their success, birthday in the room but only in the hall separately provided during 7.00 to 10.00pm.
- Students must use sports and recreation material carefully and as per the timings dedicated for recreation activities.
- Playing loud music is not allowed. Residents must not disturb others in the hostel.
- Silence should be maintained after the lights are turned off at 11:30 pm. Loud talking on mobile phones is strictly discouraged after the lights are switched off.

**SECURITY RULES :**

- Students must have their own lock and keys for the allotted room. One of the keys must be submitted in the hostel office within 3 days of admission and details of lock and key must be entered in the register provided in the hostel office.
- Students must make entry in the movement register every time while leaving the hostel campus for any purpose.
- Every day , the students must report back in the hostel latest by 7.00pm. In case of late reporting hostel inmates are required to take prior permission by submitting late pass (up to 9.00) duly authorized by hostel staff . Late passes will be issued maximum for 3 times in a month.
- Students are instructed not to carry golden ornaments, or valuable things in the hostel. In case of losses management or hostel authority will not be held responsible.
- Students must abstain from smoking , consumption of alcohol , other abusive substances , drugs, tobacco or making objectionable reels and videos. If found guilty, the students will lose hostel admission.
- Students must put off lights and fans, in rooms when not in use or while leaving the room .



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- Students must take safety precautions while using lifts, washing machine, electric appliances .
- Students must not damage any hostel property, furniture . .Poster are not permitted to be displayed , no marking on walls, doors and no extra attachments of electrical fittings are allowed.
- Material left behind room should be kept properly in cupboard.
- Do not carry food in rooms except you are seriously ill. Return the food plates to the hostel mess after properly disposing off the left over food.
- Cleanliness of the room and tidiness of the bed are the personal duties of all the roommates. Consistent negligence to keep the room clean will lead to disciplinary action by the administration.
- Cleanliness of the common areas like bathrooms, toilets, corridors, hostel lawns and lifts is the responsibility of each and every hostel resident.
- The hostel residents must not enter other's room unnecessarily and must respect the privacy of other residents.
- All forms of ragging, physical or verbal assaults are strictly forbidden and may warrant dismissal.
- Classmates, friends are not allowed in hostel rooms. No gents is allowed to go inside the hostel building , they can meet the student in visitor's lobby only.
- Students (Third Year /Final Year BPH and MPH ) studying in the reading hall of MBA college or their respective college library at extended hours must mark attendance .
- Except electric irons no other heating equipment is permitted to be used in the hostel. If anyone is found using any non-permitted electrical equipment, it will be confiscated immediately and a fine of Rs.500 (Rupees five hundred only) will be charged to the one using it as well as the owner. Next time onwards , confiscated goods will not be returned.
- The resident must ensure that the hostel facilities are not misused by any other resident or by non-residents
- The student admitted to the hostel is subject to the rules and regulations laid down by the hostel authorities. Breach of these rules by the resident will involve disciplinary action including dismissal from the hostel.
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## Jayawant Shikshan Prasarak Mandal, Pune

Campus:

Constitution of hostel committee w.e.f.01/08/2023:

Sr. No.	Name of member	Title	Affiliation	Contact number	e-mail id
1	Dr S.K.Sawant	Chairman	JSPM	9767999999	sanjay.jspm@gmail.com
2	Dr V.A.Bugade	Vice chairman	JSPM	9763722100	drbugade@gmail.com
3	Dr (Ms) V.V.Potnis	Teacher Member	JSCOPR	8669605810	principal@jspmjscopr.edu.in
4	Dr (Ms) Nidhi Sharma	Teacher Member	JSCOE	9822517793	drnidhi0927@gmail.com
5	Supriya Thorat	Teacher Member	IAV	8087789304	thoratsupriya4983@gmail.com
6	Nikita Kolte	Teacher Member	JSIP	8380933252	nsk.jsip@gmail.com
7	Bhagyashri Khairnar	Teacher Member	JSCOPR	8855088280	bdk.jscopr@gmail.com
8	Sanjeevani Baraskar	Teacher Member	JSPoly	8421728915	<u>Sbbaraskar entc@jspmispoly.edu.in</u>
9	Nutan Mane	Counselor	Cygnat Public School	8007658531	nutanwadekar110@gmail.com
10	Ms. S.B. Bhosale	Member Secretary	JSPM Hostel	9823725784	waghsangita2404@gmail.com