



व्याजं न्यायात् अयं महोत्सवः

संचालनालय (शिक्षण) तथा अधिष्ठाता (पशुवैद्यक व पशुविज्ञान विद्या शाखा) यांचे कार्यालय  
DIRECTORATE (INSTRUCTIONS) & OFFICE OF THE DEAN, FACULTY OF VETERINARY & ANIMAL SCIENCES

महाराष्ट्र पशु व मत्स्य विज्ञान विद्यापीठ,

फुटाला तलाव मार्ग, नागपूर - ४४० ००१

MAHARASHTRA ANIMAL AND FISHERY SCIENCES UNIVERSITY,

Futala Lake Road, Nagpur - 440 001.

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संचालक (शिक्षण) व अधिष्ठाता (पशुवैद्यक व पशुविज्ञान विद्या शाखा)

**Dr. S. V. Upadhye, M.V.Sc., Ph.D., FISVS**

Director (Instructions) & Dean (Faculty of Veterinary & Animal Sciences)

No. MAFSU/DV/F.No.135 / 416 / 2022

Date: 13 / 07 / 2022

**Subject:** Approval to the 'Rules & Regulations for good behavior and prevention of misconduct by students residing in the hostels at all constituent colleges/institute of MAFSU, Nagpur'.....

**Ref'nce:** No. MAFSU/88<sup>th</sup> E.C. Meeting/410/2022, Dtd. 29.06.2022  
(Resolution No. 56/2022)

The Hon'ble Executive Council, MAFSU in its 88<sup>th</sup> meeting held on May 18<sup>th</sup>, 2022 vide resolution no. 56/2022 accorded its approval to the 'Rules & Regulations for good behavior and prevention of misconduct by students residing in the hostels at all constituent colleges/institute of MAFSU, Nagpur (Annexure IV).

**Encl.:** As above

  
(S. V. Upadhye) 13/07/22

**Copy for information & further needful to:**

1. The Dean - Dairy Technology / Fisheries, MAFSU, Nagpur
2. The Associate Deans - Veterinary / Dairy Technology / Fishery Science - Colleges / Institute  
Mumbai / Nagpur / Parbhani / Udgir / Shirwal / Akola / Warud
3. The Registrar, MAFSU, Nagpur
4. The Director (Students Welfare), MAFSU, Nagpur

**Copy for information to:**

1. The Private Secretary to Hon'ble Vice-Chancellor, MAFSU, Nagpur
2. The Technical Officer (Meetings), MAFSU, Nagpur.



**MAHARASHTRA ANIMAL & FISHERY SCIENCES UNIVERSITY**  
FUTALA LAKE ROAD, NAGPUR-440 001

Phone: 0712-2511784/85; Fax: 0712-2511273  
Email: registrarmafsu@yahoo.com

No. MAFSU/88<sup>th</sup> E.C. Meeting/ 410 /2022  
Nagpur, dated - 29 / 06 /2022

To, Dr. S.V. Upadhye  
DI & Dean, Faculty of Veterinary Science &  
Director of Research  
Maharashtra Animal & Fishery Sciences  
University, Futala Lake Road, Nagpur-1

Hon'ble Executive Council Members of Maharashtra Animal & Fishery Sciences  
University, Nagpur (All)

Subject: - Proceedings of 88<sup>th</sup> Executive Council Meeting held on 18<sup>th</sup> May 2022

Sir/Madam,

The proceedings of 88<sup>th</sup> Executive Council Meeting of Maharashtra Animal and Fishery  
Sciences University, Nagpur held on 18<sup>th</sup> May 2022 through hybrid mode are enclosed herewith  
for kind perusal please. Suggestions/remarks, if any may kindly be communicated to the  
University within 10 days, for consideration during confirmation of minutes in the next  
meeting.

Encl: Proceedings of the Meeting.

Secretary, Executive Council  
& Registrar

Maharashtra Animal & Fishery  
Sciences University, Nagpur



Copy to:

Private Secretary to Vice Chancellor, for information of Hon'ble Vice Chancellor, MAFSU, Nagpur

Copy for information and necessary action on the decisions of the concerned subjects, of the proceedings,  
if any

- 1) The Director of Research, MAFSU, Nagpur
- 2) The University Engineer, MAFSU, Nagpur
- 3) The Comptroller, MAFSU, Nagpur
- 4) Controller of Examinations, MAFSU, Nagpur
- 5) Deputy Registrar (Academic), MAFSU, Nagpur
- 6) Deputy Registrar (Establishment), MAFSU, Nagpur

Directorate (instructions) &

Office Of Dean, Faculty Of

Vety. Sci. MAFSU, NAGPUR-01

INWARD/OUTWARD No. 454 DATE 27.7.22

For V.S. regarding  
agenda pertaining to  
T.D. of  
Inde  
of  
of

**Subject No 56 /2022**

**Approval to the 'Rules & Regulations for good behavior and prevention of misconduct by students residing in the hostels at all constituent colleges/institute of MAFSU, Nagpur'.**

**Resolution No 56 /2022**

**The Executive Council accords its approval to the 'Rules & Regulations for good behavior and prevention of misconduct by students residing in the hostels at all constituent colleges/institute of MAFSU, Nagpur (Annexure IV).**







Resolution NO. 56/2022 of 88<sup>th</sup> E.C. meeting dated 18/05/22

**RULES AND REGULATIONS FOR GOOD BEHAVIOUR AND PREVENTION OF MIS-CONDUCT BY STUDENTS RESIDING IN THE HOSTELS AT VARIOUS CONSTITUENT INSTITUTES/COLLEGES OF THE MAHARASHTRA ANIMAL AND FISHERY SCIENCES UNIVERSITY, NAGPUR**

Reference:

In exercise of the powers conferred by section 56 of Maharashtra Animal and Fishery Sciences University Act 1998, the Vice-Chancellor, Maharashtra Animal and Fishery Sciences University, Nagpur is pleased to make following rules namely

Short title: **MAFSU Hostel Rules and Regulations and Punishment for Misconduct 2020**

Definitions:

1. Institute: means and includes constituent college or affiliated college and includes a unit or division of the university responsible for imparting instructions and providing teaching, research or extension education programme to the students for any degree awarded by the university
2. Competent authority: means and includes Institute and head of the institute Associate Dean and such authority connected with the affairs of College as may be designated by the Vice-Chancellor
3. Student: means and includes person who is enrolled as such by the University or College or Institute for receiving instructions and qualifying for an degree awarded by the University





**Preamble for Hostel Rules and Regulations (MAFSU Hostel Rules and Regulations and Punishment for Misconduct 2020)**

**PART A**

1. Student should read the rules before signing the application form (A copy of rules is attached with the application form).
2. Rules will be displayed in the hostel and college notice board
3. Complaint form/Register will be provided to students.
4. Any cleanliness matter shall be brought to the notice of the Hostel warden
5. Hostel Warden and his team has right to inspect the hostel
6. Standard Night out forms will be provided with undertaking.
7. Suggestion Box provided in the hostel to be opened every 15 days in the presence of Campus Administrator/ Rector and Student representative.

**PART B**

**Admission Process**

- i. Provisional admission will be given in the hostel based on need and availability and the right of decision for admission in the hostel will be with Institute
- ii. Application form with attached one passport size photograph, Aadhar card. Application shall contain information related to illness, blood group etc. (Refer Annexure I)
- iii. Issues Related to Parents/ Relatives/Visitors (to be written on undertaking by parents)
  - a) Parents/Guardians should give an undertaking to cooperate with the Hostel authorities and should be available on call as and when required and disclose all contact details.
  - b) Parents/Visitors are advised not to insist on entry beyond the designated area or visiting room as it shall disturb other students.







## Hostel Rules and Regulations

Disciplinary action as per MAFSU/INSTITUTE Code of Conduct shall be taken against students violating Hostel Rules and Regulations.

1. It should be clearly understood by all residents that no tenancy shall be created by their occupation or use of hostel premises and property and that each of them is merely permitted by Institute, under the rules and regulations framed by the Institute which can be changed, altered, modified, varied wholly or partly and can be replaced by Institute at their discretion and without assigning any reason for same. Upon such revocation the resident shall not be entitled to stay and/or enter the Hostel/Institute or any part or portion thereof. If she/he does not leave, she/he shall be liable to be forcibly removed.
2. Student shall provide fitness certificate from any Registered Medical Practitioner at the time of admission
3. Any misleading or false statement or information in the application form shall render the admission for termination and on such termination students shall not be entitled to stay and/or enter the hostel or part thereof. If she/he does not leave the premises of the Hostel she/he shall be liable to be forcibly removed from the hostel.
4. The Institute reserves the right to terminate the occupancy of the student for any willful disobedience or defiance of authority, non-observance or frequent violation of hostel rules, causing damage to person or property or indulging in anti-national or undesirable activities.
5. Change/Inter-Change of Room: A students shall not change/interchange her/his room with another student or shift into a vacant room without the previous written permission of the Hostel Warden. The Hostel warden has the right to shift a student from her/his room to another room in the hostel at any time without assigning any reason.
6. The Hostel Warden has the discretion to inspect any room at any time.
7. Students shall not indulge in any political or communal activity which is detrimental to the law and order and/or against the Government. Students shall not carry on any propaganda or publicity of any nature whatsoever in respect of anything or any matter including political or communal matters so that hostel discipline will not be disturbed.
8. Students shall take prior written permission of the Hostel Warden before giving any information or interview regarding Hostel to any member of the Press, Radio, Television or any other media or before making any speech containing any information regarding the Hostel.
9. A notice in the form of application through his/her advisor/major guide is necessary in case a student wishes to vacate the hostel.





10. Students residing in the hostel will be staying at their own risk, liability and consequences. Similarly Parents shall give undertaking that when student he/she when participating in any type of celebrations outside the Institute/Hostel premises will be his/her own responsibility. Institute/Hostel Warden shall not be held responsible for his/her safety.
11. Student he/she shall maintain **Station Leaving Card [SLC]**. While leaving the station it shall be duly signed by his/her advisor/major guide and followed by signature of parents while returning back to institute after availing holidays or left the station for personnel work or for some other valid reason.
12. **Silence:** Strict silence shall be observed in hostel from 10.00 pm to 6.00 am. Care should be taken at all times to ensure that music/loud talking is NOT audible outside the room. Any manner of festivities and noise making/celebrations will not be entertained, which may cause disturbance to other inmates in the hostel premises. Recreational facilities to be turned off at 10.00 pm.
13. No gambling of any kind/ playing of mobile games shall be allowed on the premises of the hostel.
14. No student shall bring or store any firearm, ammunition, explosive and inflammable goods on the premises of the hostel.
15. **Alcohol / Drugs / Smoking:** Students shall not bring, take and/or drink any alcohol/intoxicating drink, drug or substance of any kind what so ever and/or smoke in the room and/or any part of premises. Similarly students are not expected to enter in the hostel under the influence of alcohol/ intoxicating drink, drug or substance of any kind. The same shall applicable to visitors also. An occurrence of such behavior shall invite strict disciplinary action leading to rustication from the Institute. Similarly hostellers are not expected to enter in the hostel under the influence of alcohol/ intoxicating drink, drug or substance of any kind.
16. **Spitting:** Spitting in any place/corner/corridor/hostel premises is strictly avoided. An occurrence of such behavior shall invite strict disciplinary action leading to rustication from the Institute
17. Student shall restrict himself/herself from any type of criminal activity. An occurrence of such behavior shall invite strict disciplinary action leading to rustication from the Institute
18. If any common property is damaged or lost, the same shall be charged in equal shares to the students who are in common use of that property. Students shall not drive any pegs or nails into walls or stick posters on walls, windows and doors.
19. **Fixtures:** Students shall NOT bring any extra furniture or other fixtures in the room. All furniture and fixtures in the rooms allotted to students shall be cared for property. Students shall be required to pay cost of any item found missing from their room or damaged as per current price. Students shall also be required to pay the charges of repair/replacement to items that are found to have been willfully







damaged or have been damaged on account of misuse or unfair wear and tear. Item replaced shall of same make or of standard company at par or equal in quality to the original item.

20. Interchange of Furniture/Fixture: Students shall not interchange any furniture/ fixture from one point/location in the hostel to another. Besides a penal recovery, students involved in such activities shall be expelled from the hostel.
21. Assets in Common Areas/Corridors: Theft/damage to hostel assets in common areas/corridors will be recovered from all students of the flank/wing involved. In case of theft/damage to items that pertain to usage by the complete hostel, the recoveries will be made from all the occupants of the hostel.
22. Hostel authorities will not be responsible for any loss of money, jewelry or personal belongings, two wheelers, laptop, power banks, cell phones or any type of costly belongings of any student. Students are advised not to keep any cash/jewelry or any costly items in the room.
23. Vehicles/bikes shall be maintained at their own risk and shall be parked in allotted area specified for the parking.
24. Ragging: Ragging in any form is BANNED. It is a cognizable offence and violation will invite action as per law of the land in addition to rustication from the Institute. Being a silent spectator and not reporting/stopping others indulging in ragging is also an offence and will invite similar disciplinary action. Accepting/undergoing ragging and not reporting to this is also an offence. Please report any incident immediately to any member of the Anti-Ragging Committee/ Hostel Warden at any time of the day/night.
25. Electricity Restrictions: No electric appliances shall be permitted in the room, failing which the Rector/Campus Administrator will have the right to confiscate the gadget. The lights in the bathroom should be used only as and when necessary and shall not be kept on when the bathroom is not used. While leaving the room students should take care to put off the lights and fans without fail. In case of default, a fine will be charged on every such occasion. Table lamps can be used for study purpose after 12.30 am.
26. Night out Permission: Night out shall not be allowed without the substantial reason. Night out in the permissive sense is hereby abolished. The Institute may still permit the students in exceptional circumstances for academic purpose and it should be conveyed to the Hostel warden in writing at least one day before the Night out.
27. Monitoring under CCTV cameras: All the hostel passages/common places will be under CCTV cameras.
28. Celebration of Birthdays/31<sup>st</sup> December/Kojagiri/Traditional days
  - a) It shall be with prior written permission of the Hostel Warden.
  - b) It shall be held in a common place for one to two hours between 8.00 pm to 10.00 pm.







- c) There shall not be any kind of physical discomfort.
- d) No outside guest will be allowed.
- e) Violation of the rule shall be penalized.

29. Attendance of Students in Hostel

- a. Undertaking form will be taken from students for attendance.
- b. Any late comer will have to sign in a separate register.
- c. The late comers will be fined as per rules.

i. Timings:

- a. UG student's girls hostel: 19.000 hrs
  - 1. Boys hostel: 22.00 hrs
- b. PG Students (Boys/Girls): Up to late hrs with prior permission from Guide/Professor of the concerned Department

ii. Register for Outsiders entering in the Hostel: No outsider is allowed. If anybody coming during day time he/she has to sign the register

iii. Students residing in the hostel shall maintain Clean, Green, Plastic free, Voice free campus/premises of the hostel

30. Cleanliness: Students shall keep their room, verandah and surrounding areas tidy, neat and clean at all times and shall not throw anything including rubbish, in such places or any premises in the hostel except in the dustbin or the place specifically provided for the said purpose.

31. Pets: Students shall not bring and/or keep any pets in the premises including fish, cats, dogs, and so on. Students should desist from pampering stray dog by offering food, petting them etc.

32. Hostel Staff: Students shall treat the staff and housekeeping staff of the Hostel with due courtesy at all times. Service of the housekeeping staff shall NOT be utilized for private or personal work. No tips in cash or kind will be given to the staff of the Hostel.

33. Visitors/Parents: Visitors/parents are allowed to visit a student only in the visitor's lobby on the service floor between 9.00 am to 11.00 am and 6.00 pm to 8.00 pm on working days and between 11.00 am to 5.00 pm on Sundays and public holidays. No student shall keep talking with visitors in compound, either in or outside the gate/lane. No student shall take any visitor including her/his parents to the room. Personal servants/Domestic helpers are not allowed inside the rooms. The parents should give an undertaking to cooperate with the authority and should be available on call.

34. Suggestion Box/Register: Suggestions and complaints should be either deposited in the "Suggestion Box" or should be entered in the "Suggestion Register" kept in the hostel premises. Suggestion form is also available in the Hostel.







35. The Institute has the right to discontinue Hostel accommodation given to a student on account of misconduct and/or violation of rules and regulations.
36. Food parcels served by private caterers/agencies can be accepted at the gate maximum upto 22.00 hrs
37. Preparation of food/cooking in the hostel room is strictly prohibited







## APPENDIX-A

### Acts of Violation and Competent Authorities

Disciplinary action as per MAFSU/Institute Code of Conduct shall be taken against students violating Hostel Rules and Regulations as the authorities specified below

Sr No	Act of Violation of Hostel Rules and Regulations amounts to Misconduct	Competent authority
1	Indulging in any political, communal, immoral or untoward activity, any propaganda or publicity of any nature which violates harmony, discipline and the image of the Institute	Institute
2	Drugs/ Alcohol consumption or possession or sale or being under influence of: a) Alcohol, Tobacco, Gutka and Cigarettes b) Narcotic drugs and Psychotropic substances	Institute
3	Ragging : Any one found indulging in ragging in any form in the Hostel	As per ragging regulations
4	Gambling : No Gambling of any kind shall be allowed in the premises of the Hostel	Institute
5	Wilful disobedience, forging of any kind or all of the types of defiance of authority, nonobservance of hostel rules, causing damage to person or property or indulging in anti-national or undesirable activities	Institute
6	Indulging in Physical Fights / Quarrels/ Bouts	Institute
7	Damages: If any common property is damaged or lost	Institute
8	Return Hour: Students not returning to the Hostel before the specified time	Institute
9	Not following biometric attendance	Institute
10	Using of Electric Iron or any appliances other than Laptop	Institute
11	Partying and playing loud music inside Hostel Room	Institute
12	Visitors: if taken to room	Institute







**APPENDIX-B**

**The punishments for misconduct in the hostel:** The competent authority upon finding the student staying guilty of Violation of Hostel Rules and Regulations amounts to Misconduct, may impose following punishment/fine

Sr No	Act of Violation of Hostel Rules and Regulations amounts to Misconduct	Punishment/fine
1	Indulging in any political, communal, immoral or untoward activity, any propaganda or publicity of any nature which violates harmony, discipline and the image of the Institute	Rustication from Hostel/Institute or both
2	Drugs/ Alcohol consumption or possession or sale or being under influence of: a) Alcohol, Tobacco, Gutka and Cigarettes b) Narcotic drugs and Psychotropic substances	I time guilty: Rs 3000/- II time guilty : Rs 5000/- III time guilty: Rustication from Hostel permanently
3	Ragging : Any one found indulging in ragging in any form in the Hostel	As per regulations of Ragging act
4	Gambling : No Gambling of any kind shall be allowed in the premises of the Hostel	I time guilty: Rs 3000/- II time guilty : Rs 5000/- III time guilty: Rustication from Hostel permanently
5	Wilful disobedience, forging of any kind or all of the types of defiance of authority, nonobservance of hostel rules, indulging in anti-national or undesirable activities	I time guilty: Rs 1000/- II time guilty : Rs 2000/- III time guilty: Rustication from Hostel permanently
5A	Non-maintenance of cleanliness in the rooms or hostel premises/corridors/passages and items of common utility	Fine Rs 500
6	Indulging in Physical Fights / Quarrels/ Bouts	Rs 3000 fine or expel from Hostel or both
7	Damages: If any common property is damaged or lost	Rs 1000 as fine+ Cost of the item as per current market rate Or Replacement of damaged item with same make or with equivalent brand available in the market
8	Return Hour: Students not returning to the Hostel before the specified time [ late mark]	1. One late mark- warning 2. Three late marks consecutively: Rs 500/- as fine 3. Seven days continuous late mark : Rs 1000/- as fine 4. More than Seven days continuous late mark Rs 3000/-







		5. More than fifteen days continuous late mark- shall be entitled for partial permanent expel from Hostel. ❖ Each fine/ late mark shall be communicated through advisor
9	Not following biometric attendance	1. First absent - warning 2. Three absentee consecutively: 500/- as fine 3. Seven days continuous absentee : 1000/- as fine 4. More than Seven days continuous absentee Rs 3000/- 5. More than fifteen days continuous absentee - shall be entitled for partial or permanent expel from Hostel. ❖ Each fine/ absentee shall be communicated through advisor ❖ Absent during semester break/holidays/absentee with prior permission will not be marked absent/absentee
10	Using of Electric Iron or any appliances other than Laptop	Acquiring of item and fine upto Rs 500
11	Partying and playing loud music inside Hostel Room	Acquiring of item and fine upto Rs 100
12	Visitors: if taken to room	For first time: Warning For Second time : Fine upto Rs 1000
13	Improper disposal of food waste/Kitchen waste in hostel premises	Fine Rs 3000 and closure of mess committing such mistakes repeatedly
14	Preparation of food/Cooking in the room	Acquiring of items used for cooking : fine upto Rs 3000
15	Sticking of any bills/pictures/notices on the walls of hostel	For first time: Warning For Second time : Fine upto Rs 500

**Note:** 1. Penalties shall be imposed and shall be communicated to parents through advisor/major guide

2. Any misconduct stated in the rules and regulations but not covered under Appendix A and /or B will also amount to misconduct and competent authority is fully empowered to take decision in such matters and punishment/fine imposed by Institute as competent authority will be final and students residing in the hostel have to strictly follow it
3. The amount recovered under the head 'fine' shall be deposited in the hostel account at the earliest and shall be available for expenditure of hostel matters with the permission of Associate Dean.





Annexure-3

**MAHARASHTRA VETERINARY AND ANIMAL  
SCIENCES UNIVERSITY NAGPUR**

COLLEGE OF -----

Hostel-----

Application form for the hosteller students

Recent passport  
photo of the  
student

Name of the student:

Registration No ;

Enrolment No. ;

Semester ;

Name of the advisor:

ADHAAR no:

Driving license no :-

Parent/Guardian mobile no:-

Bank account Details

Bank name

Account no

IFSC code

Name of the room partner and enrollment No:-

Complete postal address of the student:

Signature of the student



Name and Signature of the advisor





Signature of Parent/Guardian

## MAHARASHTRA VETERINARY AND ANIMAL SCIENCES UNIVERSITY NAGPUR

### UNDERTAKING BY THE STUDENT

I.....D/O-S/O, Mr./Mrs .....

staying in Room No. .... in ..... Hostel has read  
the above Rules and Regulations and I undertake that I will follow biometric attend<sup>ance</sup>   
and hostel timings specified for boys/girls hostel (unless exempted) failing which shall be  
liable for censure/fine/disciplinary action.

Name of the Student: .....

Name of the Institute: .....

Programme: .....

Room No: .....

Signature of the Student ..... Date .....





## MAHARASHTRA VETERINARY AND ANIMAL SCIENCES UNIVERSITY NAGPUR

### UNDERTAKING BY THE PARENT

I \_\_\_\_\_ F/O - /M/O  
Ms. /Mr. \_\_\_\_\_ who is studying in \_\_\_\_\_ and  
residing in \_\_\_\_\_ Hostel in Room No. \_\_\_\_\_, has read and understood  
the above Rules and Regulations and I undertaken that I will cooperate with the Hostel  
Authorities and I will also provide all the medical information, if any, of my ward to the  
Hostel Authorities and will be available on call and promise to visit and take care of my  
ward, as and when required.

My Contact Details are:

\_\_\_\_\_  
\_\_\_\_\_

I hereby undertake that my ward and me are responsible for incidents, whatsoever, and ensure that my ward shall follow the norms of MAFSU hostel rules and Regulations 2020 while he/she is inside or outside the hostel.

I hereby undertake that my ward when participating in any type of celebrations outside the Institute/Hostel premises will be his/her own responsibility. Institute/Hostel Warden shall not be held responsible for his/her safety.

I hereby undertake that my ward when arrived at home for valid work/during official holidays I will sign Station Leaving Card [SLC] otherwise I will warn him for attending the Institute without staying at home.

I hereby undertake that my ward will follow strictly hostel rules and regulations otherwise liable for punishment

I hereby undertake that my ward he will follow hostel rules pertaining to Alcohol / Drugs / Smoking: On indulging in such act/behavior shall invite strict disciplinary action leading to rustication from the Institute.

Name of the Parent: \_\_\_\_\_







Signature \_\_\_\_\_

Date: \_\_\_\_\_

## MAHARASHTRA VETERINARY AND ANIMAL SCIENCES UNIVERSITY NAGPUR

### UNDERTAKING BY THE STUDENT- NIGHT OUT

Name of the Student: \_\_\_\_\_

Name of the Institute: \_\_\_\_\_

Room No: \_\_\_\_\_

Purpose: \_\_\_\_\_

Night Out: \_\_\_\_\_

Contact Number: \_\_\_\_\_

I hereby undertake to return on expiry of the permitted duration. I will be back at  
\_\_\_\_\_ (time) \_\_\_\_\_ (date).

I hereby notify that I am leaving the hostel for the night (s) of \_\_\_\_\_  
to \_\_\_\_\_ as PG/Ph.D research readings are to be recorded during night hrs

I hereby undertake that I am solely responsible for the incidents, whatsoever, and  
that I shall return on the expiry of the said duration. I shall follow the norms of  
MAFSU code of conduct while being outside the hostel.

Signature of the Student \_\_\_\_\_

Date: \_\_\_\_\_



Tip: Proforma for maintaining in the Hostel office file or to be pasted in the late night incoming-outgoing register