

Hostel Accommodation Policy for the Academic Year 2025-26

Charges of Hostel Room

| Type | Refundable Deposit | Charges | Total |
|---|--------------------|-------------|-------------|
| Double Occupancy Room (AC) | Rs.50,000 | Rs.1,40,000 | Rs.1,90,000 |
| Single Occupant in Double Occupancy Room (AC) | Rs.1,00,000 | Rs.2,80,000 | Rs.3,80,000 |

Notes:

1. Refundable deposit is one time, and charges are per student per year.
2. Premium Facility is at Srishti 338 CHS Flat No. 1004 and at Chamunda Classic CHS Flat No. 1304
3. Super Premium Facility is at Srishti 338 CHS Flat No 1003 and Chamunda Classic CHS Flat No 1303
4. Mini Room under Premium Facility is at Srishti 338 CHS Flat No. 1004
5. Mini Room under Super Premium Facility is at Srishti 338 CHS Flat No. 1003
6. Facilities provided would exclude food, housekeeping & consumables.
7. Cost of utilities like electricity, Wi-Fi, Gas, Dish TV subscription etc, will be borne by the students.
8. Accommodation will be made available subject to availability.

Amenities provided:

Bed, pillow (without covers), mattress (without bedsheet), cupboard, study table & chair, geyser, water filter, AC, refrigerator, Wi-Fi, washing machine, TV, cooking-top/gas, drying line. Swimming pool and gym is also available whose charges (if any) are to be borne by the students. Amenities differ from facility to facility. Please make a note of what is available at the time of inspection. You are requested to bring / buy your own bedsheets, pillow covers, towels, utensils, etc.

Cancellation and Refund Policy:

- a) If the student wishes to cancel the hostel accommodation:
Within 30 days of the occupancy : Rs.25,000/- will be deducted.
Beyond 30 days : Entire rent for the year will be forfeited.
- b) If the student has completed first year / second year and wishes to discontinue hostel facility, then the amount of refundable deposit will be refunded by deducting the maintenance charges as applicable from time to time while vacating the hostel room. Student must give undertaking in a prescribed form.

Rules and Regulations:

1. Eligibility:

Admission is open only to full time students of PGDM on first come first serve basis and who make full payment. Preference will be given to out-station students. The Institute takes the residential units on Leave and License (rental) basis in the proximity (1 to 3 km) from Mira Road to Bhayandar and/or Mira Road to Dahisar.

The specifications for number of students in each flat is:

Regular and Premium Facility: Number of bedrooms x 2

(For e.g.: in 2-BHK, no. of students will be, $2 \times 2 = 4$)

Super Premium Facility: Number of bedrooms x 2 + 1

(For e.g.: in 2-BHK and $\frac{1}{2}$ -BHK, no. of students will be, $2 \times 2 + 1 = 5$)

2. Hostel Fee:

The student shall pay hostel fee for one year as onetime payment along with interest free refundable deposit in advance at the time of admission. The term for the hostel fee is one academic year of the Institute. The student may occupy the room immediately after allotment. Last date to pay the hostel fees will be a week prior to the commencement of hostel tenure.

3. Re-allotment of Hostel Accommodation:

Minimum duration to avail the hostel facility is one Academic year. Provision of Hostel Accommodation at the time of admission, does not automatically ensure its continuation in the subsequent year. The student must re-apply next year for re-allotment by paying the fee in the month of March-April. Accommodation to candidates who apply for re-allotment will be provided subject to availability. Reallotment can be denied to students indulging in acts of indiscipline.

4. If student not renewing:

Irrespective of when you have started occupying the hostel you need to vacate the hostel flat at the end of six semesters curriculum within next 10 days.

5. Local Guardian:

The student will register details of local guardian duly authenticated by parents. A copy of hostel rules will be signed by the parents/local guardian.

6. Safety and Personal Belongings:

The hostel In-charge shall provide a set of keys of the allotted flat and cupboard to the respective student. The Institute is not responsible for safety of valuables and hence, these should be kept in the cupboard under lock and key. The student should not leave mobile, ornaments and other valuables unguarded. Student will not change lock and key without permission of the hostel In-charge and are advised to get duplicate keys made with the permission of hostel In-charge to guard against loss of keys. Students must return the keys while vacating the flat.

7. Storage of Baggage during Vacation:

During the vacation, belongings should be kept in the cupboard under the lock.

8. Furniture & Fixture:

Allotment of room, furniture etc. will entirely be at the discretion of the Hostel In-charge and no complaint in this regard will be entertained. The student shall not bring any extra furniture or other fixture in the room. All furniture in the rooms allotted to the student must be cared for properly. The student will be required to pay double the original cost if any item is found damaged or missing from their room due to careless or negligent handling. The student will also be required to pay twice the charges of the repair of an item that is found to have been wilfully damaged or have been damaged on account of misuse or unfair wear and tear.

- a) Interchange of Furniture: student is prohibited from interchanging any furniture from one point to another besides a penal recovery as imposed by the hostel In-charge. Students involved in such activities may be expelled from the hostel.
- b) Assets in common areas: Theft or damage to hostel assets in common areas will be recovered from all students of the flat involved. In case of the theft or damage to items that pertain to usage by the complete flats, the recovery will be made from all the occupants of the flats.

9. Cleanliness

The students shall always keep their room and surrounding areas neat and tidy and shall not throw anything including trash, in such places or any premises in the hostel except in the dustbin or the place specifically provided for the said purpose. No wet clothes should be dried on the furniture.

10. Room Checking:

The hostel In-charge or any other officials of the Institute may at their discretion inspect or check any room or student's belongings in the presence of the students living there at any time of the day or night.

11. Vehicles:

The student who has two wheelers shall get due sanction from the hostel In-charge by submitting a copy of registration papers and driving licence. Four wheelers of the students are neither allowed in the hostel campus nor allowed to be parked outside along the perimeter.

12. Pets:

The students shall not bring and/ or keep any pets in the premises including fish, cats, dogs and so on. Student should desist from pampering stray dogs by offering food, petting them etc.

13. Visitors

Girls are not allowed to enter the boys' hostel and vice-versa. Strict action will be taken against this.

14. Ragging

Ragging in any form whatsoever is strictly banned. It is a cognizable offence and violation will invite action as per law of the land, in addition to expulsion 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 or undergoing ragging and not reporting is also an offence. Students should report any such incident immediately to the hostel In-charge at any time of the day or night.

15. Alcohol/ Drugs/ Smoking

The student shall not bring, store, possess, consume and/ or drink any alcohol/ intoxicating drink, drug substance of any kind whatsoever and/ or smoke in the room and/ or any part of premises. The same shall apply to visitors also. An occurrence of such behaviour shall invite strict disciplinary action leading to expulsion from hostel and rustication from the Institute and action as per law of land.

16. Gambling

No gambling of any kind whatsoever shall be allowed in the premises of the hostel. Any violation of this rule will invite action as per law of land in addition to expulsion from the Institute.

17. Political or Communal Activity

The student shall not indulge in any political or communal activity which is detrimental to the law and order and/ or against the Government. Students should not carry on any propaganda or publicity of any nature whatsoever in respect of any political or communal matters.

18. No Creation of Tenancy:

No right in nature of tenancy or any other like right is created by occupation or use of hostel premises and property. A student is merely permitted to temporarily stay in the hostel, under the rules and regulations framed by the Institute, from time to time. Students will be required to vacate the room within 10 days on completion of the scheduled examination each year.

19. Incomplete or False Information:

Admission to the hostel will be cancelled if incomplete or false information is furnished in the Application Form, whereas accommodation is provisional and will be confirmed only after approval from the Hostel In-charge and is also subject to payment of fees as mentioned below:

20. Disciplinary Action:

In addition to penalties, punishment and fine provided in these rules. If any students are found misbehaving and misconducting himself, he/she will be expelled from the hostel immediately and the fees paid by him/her will be forfeited. Disciplinary action as per the Institute code of conduct shall be taken against student violating these hostel rules and regulations.

21. Expulsion from hostel:

The institute reserves the right to terminate the temporary occupancy of the student for any wilful disobedience or defiance of authority, non-observance of hostel rules and society rules as framed from

time to time, causing damage to person or property or indulging in antisocial, Anti National or undesirable activities. In such cases the deposit shall be forfeited, and hostel fee will not be refunded.

22. Recovery of damage/ loss to property:

If any common property is lost/ damaged/ disfigured, the loss will be recovered from the students, in equal share who are responsible for the damage/ loss/ in general use of that property.

23. Change in Policy:

The Institute reserves the right to modify and update the rules mentioned herein. The decision taken by the Institute will be final.