



# SOCIAL WELFARE RESIDENTIAL Government Degree College (G) Kanchikacherla

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**Dr.Valluru.Neeraja , M.Sc Ph.D Principal**

## Hostel Policy

### Objectives:

- To encourage the students to focus on good etiquette and cleanliness
- To concentrate on discipline and patience
- To work for a clean campus

**Code of Conduct :** All the residents are required to maintain standards of Behaviour. Surroundings of the hostel should be kept Clean and Hygienic.

### Rules of Attendance policy :


- Students shall keep their room and verandah and their surrounding areas tidy and neat at all times and shall not through anything including rubbish in any premises .  
Students are not allowed to go outside
- Students are supposed to attend morning and evening study hours
- No guests are allowed in students room
- A student who is suffering from sickness more than a week must submit the medical certificate.
- Every student must maintain hygienic atmosphere in the hostel and wash rooms .
- Every student must accompany their Parents or Guardian ( Must certified by the parent) at the time of every hostel entry and every hostel exit.
- Students will not be permitted out side with other persons .

- Fine will be collected if student not coming to the college/hostel with in the Notice time.
- Parents are allowed to meet the students only in the second Saturday and Sunday . Visitors are not allowed in the college timings and mid of the month.
- Out side food is not allowed in to the Hostel.
- Do not carry the food in to the hostel rooms.
- Prior permission of the warden must be taken by the girl student for leaving to their homes .
- CELL PHONE IS NOT ALLOWED IN TO THE CAMPUS.

### **Responsibilities of the Warden :**

- Responsible for allotment of rooms .
- Responsible for maintenance of Hostels .
- Look after the quality & quantity of food served in the hostel
- Keeps strict discipline among students of the hostel.
- Responsible to their safe entry and safe Exit.
- Must take student responsibility in their sick times.
- Looks in to the grievances/complaints students if found genueine.
- Arrange first -aid in case of emergency and arrange for hospitalization of student ,if required.

  
 IQAC Co-Ordinator  
 S.W.R.G.D.C. FOR GIRLS  
 KANCHIKACHERLA.

  
 PRINCIPAL  
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