

Residential Coaching Academy (RCA) Jamia Hamdard, Delhi
Rules and Regulations for RCA and JHU Hostel.

All aspirants admitted to JHRCA must carefully read and sign the following rules and regulations and observe them without exception, to maintain a harmonious and safe and fulfilling living environment.

1. Resident shall understand that he/she is being given admission in JHRCA/JHU hostel provisionally till 31-05-2027
2. Resident shall not pursue any full-time academic course outside or within JHU.
3. Resident shall not be engaged in any job part time or full.
4. Resident shall not leave station without written permission from JHRCA and/or the hostel authorities. Permission can be taken through e mail but not verbally. Any resident absent for more than seven days without any information or sanction of leave shall be liable for action. The maximum amount of leave allowed in a session between Aug & May 2026-27 is 30 days.
5. Resident shall in event of going out of the campus return to hostel premises latest by 11:00 p.m.
6. Resident shall attend as far practicable all classes and test series, participate in group discussions, and use the library facilities. A minimum attendance of 60% at the tests and classes held by JHRCA shall be mandatory.
7. Resident shall not misbehave with officials/staff members of JHRCA, and the University employees. Residents indulging in abusive and threatening language, physical fights, use of force, etc., will be subject to disciplinary and penal action.
8. Resident shall not indulge in any behavior or act that may come under the definition of ragging. Resident will not participate in or abet or propagate ragging in campus in any form. Resident will not cause any harm to any fellow inmates either physically, emotionally or psychologically. If found guilty of such indiscipline / misconduct the resident may be punished as per the provisions of the UGC/University/Hostel regulations.
9. Resident conduct shall be free of gender-based discrimination, sexual harassment and other acts of gender-based violence. Strict action will be taken if incidents of any such nature are reported/noticed
10. Resident shall be accommodated in 2 bedded rooms either in main campus or any other campus as per the discretion of JHRCA/JHU

11. Resident are required to bring their own bedding and other items of personal use to the hostel
12. Resident shall not shift from the allotted room or bed to another room or bed on his/her own. Similarly, no furniture shall be shifted from one room to another.
13. Cooking inside the hostel room(s) is strictly prohibited
14. Electrical gadgets, like Air conditioners, refrigerators, heaters, immersion heaters, etc., are not allowed. Anyone in possession of such gadgets will be liable to pay a fine and the gadgets will be confiscated.
15. Resident should be mindful of conserving electricity and water. Damaging and defacing the property of Jamia Hamdard is a punishable offence. Any resident damaging any property in any manner will be liable to pay the full cost and the applicable fine.
16. Resident are responsible for keeping their rooms clean and tidy. They must adhere to specific guidelines for room cleanliness and maintenance, including regular cleaning and proper waste disposal. JHU administration reserves the right to conduct inspections of hostel premises and individual rooms whenever deemed necessary
17. Resident with Scooter/Motorcycle must register their vehicles with the Proctor Office/Security Centre. The RCA office should be intimated as and when there is an ownership change of the vehicle. They must obtain the university sticker after registering their vehicles at the Security Centre.
18. Residents must park their vehicles properly in the authorized parking area.
19. Resident shall not indulge in any activity in his/her room/hostel that may cause disturbance or annoyance to his/her roommate, other inmates or to the hostel/university authorities. Students must show respect, empathy and consideration towards their fellow residents. This includes maintaining a friendly and inclusive environment, refraining from any form of harassment or discrimination, and being mindful of noise levels and personal boundaries.
20. Resident shall bear in mind that smoking/chewing tobacco is not allowed in public places and the hostel. Alcohol consumption, drug use, and possession of contraband substances are strictly banned in the hostel and JHU premises.
21. Resident shall not keep or shelter any debarred/campus-banned/ rusticated/ non-bona-fide student or any unauthorized person in his /her room.

22. Resident is personally responsible for safely keeping their valuables, such as cash, laptops, mobiles, and other expensive items. They should use their own locks and take proper care of their belongings.
23. Resident shall report every case of illness and accident immediately to the hostel authorities. Residents suffering from contagious diseases cannot stay in the hostel, until a fitness certificate from a certified doctor is produced.
24. Resident shall not organize function or celebration in the hostel premises/ library/ seminar hall without prior permission of the JHRCA and JHU authorities.
25. Residents must pay their monthly maintenance charges as applicable by first week of every month. Residents who fail to deposit the maintenance fee for two consecutive months, will face discontinuation of their facilities at RCA/JHU
26. Residents- Girls are strictly restricted from entering Boys' Hostels, and vice versa
27. Resident shall not misuse the internet facility provided in the hostel or anywhere else in the campus
28. Resident must complete the joining/vacating procedures as instructed by the hostel authorities
29. Residents shall understand and commit that in event of any special exigencies or refurbishment /renovation/repair or any other emergent situation, JHU shall have the right to get the hostel premises vacated at short notice and that the resident on receiving any such orders/directions shall immediately and forthwith vacate the hostel without any resistance or objection whatsoever.
30. Resident at the end of the session ie 31st of May 2027, will have to vacate the RCA-JHU Hostel within 7 days. While vacating the hostel, residents must hand over the hostel belongings they have used in proper condition. Any damages and unpaid dues are recoverable
31. Resident affirms that he/she has not been expelled or debarred from admission by any institution previously studied. Resident further affirms that all information provided to JHRCA/JHU is correct and that any concealment will invite action
32. Resident shall bear in mind that violation of any of the above rules shall result in the forfeiture of accommodation, withdrawal of facilities, cancellation of admission, eviction of the resident, and legal action wherever applicable; and forfeiture of security/caution money.

33. Notwithstanding anything contained above JHRCA/JHU administration reserves the right to impose any rules or regulations as per the requirement of the situation for maintaining the harmony and smooth functioning of JHRCA and/or JHU hostels.

Nikhat Nasreen Khanam
Assistant Professor In-Charge, JHRCA

"I shall adhere to all the aforementioned rules and regulations of JHRCA-JHU.

I further undertake that in case of non-compliance, the JHRCA and/or JHU is authorized to take appropriate action."

Name of the Student:

Full Signature of the Student:

Contact No.:

Email Id:

Date: