

In Memorial

Dr. V.K.R. V. Rao
1908-1991

Padma Vibhushan Prof. Vijayendra Kasturi Ranga Vardaraja Rao, an eminent economist and government official, was born on 8th of July, 1908 at Kancheepuram in Tamil Nadu. He was educated at Wilson College, Bombay and later at Gonville and Caius College, Cambridge. He taught at Annamalai University in Tamil Nadu and at L.D. Arts College, at Ahmedabad in Gujarat, before arriving in Delhi as the first Professor of Economics at the University. The best years of this life were spent in Delhi serving in many capacities as civil servant, academician, founder Director of Delhi School of Economics (1942-1957) and the Institute of Economic Growth (1960-1963), Vice-Chancellor, University of Delhi (1957-1960), Member of the Planning Commission and finally as a Cabinet Minister. During his directorship at the Delhi School of Economics, the Department of Business Administration and Industrial Management of the University of Delhi (now known more widely as Faculty of Management Studies-FMS), came into existence in 1954. Prof. Rao occupies an outstanding place in the history of Indian Economy and in the development of the Economics profession in the Country. He became the most articulate and influential economist of India and played an equally important role outside India to make the external environment favourable for the growth of developing countries. Prof. V.K.R.V. Rao's achievements were widely recognised. The Government of India awarded him Padma Vibhushan in 1974 and appointed him as a National Professor in 1984.

He spent final years of his life in Bangalore, where he established the Institute for Social and Economic Change (ISEC) and continued to work almost till the end of his life. A firm believer in Swami Vivekananda, he ventured to give a name "Vedantic Socialism" to his philosophy. At the age of 83, Prof. Rao passed away on 25th of July, 1991 at his 'Dayanidhi' residence in Bangalore. The Community of Social Scientists will always remember him for what he did for them, for India and the world.



V.K.R.V. Rao Hostel

Hall of residence for the students of Faculty of Management Studies
and Delhi School of Economics

BULLETIN OF INFORMATION



UNIVERSITY OF DELHI

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LIFE AT THE HOSTEL



PREAMBLE

V.K.R.V. Rao Hostel, named after Professor V.K.R.V. Rao, was established in 1999. Its foundation stone was laid in the Platinum Jubilee Year of the University of Delhi. The Hostel is located within the campus of Gwyer Hall and the entrance is from the University Road. It has 42 double seated and 24 single seated rooms for the students and research scholars from the Faculty of Management Studies (FMS) and Delhi School of Economics (DSE), University of Delhi.

The Provost is the Administrative Head of the Hostel. For internal administration and day to day discipline, he is assisted by the Warden and the Resident Tutor (RT) who take care of the extra-curricular activities and general welfare of residents. The Provost, Warden, Resident Tutor are appointed by the Executive Council of the University.

Admission Criteria: -

Application for admission to the Hostel should be made on the prescribed form available with the Bulletin of Information from the Hostel Office on payment of Rs. 200/- in cash. The Application Form duly filled in has to be submitted to the Hostel Office by the prescribed date notified on the Hostel Notice Board. The admission is made as per rules approved by the Managing Committee regarding the duration of stay, allotment of seats of different disciplines/categories etc. and various fees and other rules for the Residents. These rules will be applicable to all the Residents and shall be binding for all concerned.

A. Eligibility

The applicants should satisfy the following eligibility criteria before applying for hostel accommodation.

1. He should be a full time bonafide Post Graduate or Research Student of the Faculty of Management Studies / Delhi School of Economics of the University of Delhi.
2. He should not be enrolled in a part time course.
3. The Candidate's parents or his wife should not be residing in the National Capital Region (NCR) within the radius of 70 KM from the Delhi University, North Campus." (M.C. Dated 11.08.2015)
4. He should not be employed anywhere on full-time, part-time, ad-hoc or temporary basis. Temporary or ad-hoc lecturers of Delhi University may be allowed to stay as long as they are bonafide regular research students.
5. He should not have availed of Delhi University / College Hostel facility for a course of the same level earlier.
6. He should not have completed of six years of stay in any other Post Graduate Hostel (S) of Delhi University.
7. (i) He should have passed the examination of the last course attended.
- 7.(ii) No student shall be eligible for admission if he has more than one year gap between the previous course completed and new one enrolled. One year would be counted from the date of issue of final year marks sheet and as on the date of application. However, in case of work experience in a registered organization only, it can be extended up to a maximum of three years including gap period, if any, not exceeding any year."

Such a work experience certificate has to be provided at the time of application only and not at a later stage.

8. The basis of admission in the Hostel will be same on which the candidate has been admitted in the Faculty / Deptt. (Merit), reserved Categories (SC/ST/War Widow/Handicapped/Foreign Students) as per University rules.
9. He should produce a Medical Certificate of fitness (as per Proforma given in the Application Form).
10. A Student, while seeking admission and during the stay in the Hostel must fulfil the criteria stated above. Before admission / during the period of stay, if he fails to fulfill any these conditions, he will have to vacate the Hostel immediately.

Suppression / Wrong information pertaining to any of these Eligibility Criteria would be liable to disciplinary action as may be deemed fit by the Hostel Administration.

B. Admission Rules

Admissions to the Hostel will be made within one week of Admission in the respective department. The list of candidates to be interviewed and admitted to the Hostel will be notified from time to time.

- i) The last date of accepting the Hostel Admission forms from all departments will be up to the first week of September every year.
- ii) No admission may be made in the Non-research category after 31st October every year and in Research Category after 31st January in an academic year or whenever official recommendation is received from the Faculty /Department concerned.
- iii) If a student has already taken admission in any other Hostel by the time interaction list is declared in this Hostel, due to varying available number of seats based on merit at a time, such candidate would not be eligible for admission and he would be liable for action if he hides the information and does not withdraw application in writing, on or before the time and date of interaction scheduled for him (M.C. Resolution 27.01.2017)

Candidates accepted for admission will be required to pay the requisite fees along with four polaroid sized photographs to be used for various administrative purposes.

If any candidate fails to pay the fees within the stipulated time as notified, his admission will be treated as cancelled.

Grievance Redressal :

Complaints, if any, against the applicants short-listed for interview for being considered for admission to the hostel should be given in writing to the Provost within two days after the display of the interaction list. These complaints, if necessary, would be reviewed by the admission committee. In view of the fact that names of applicant/s have to be compulsorily notified in the form of a short-list prepared for admission. The name/s of applicant/s, whose objection/s had been sustained by the Admission Committee, shall not be automatically included into the final list under preparation for admission. However, the seat/s under dispute will not be filled and the name/s of the student/s whose objection/s had been sustained will be considered for inclusion in the next admission short-list to be notified on the Hostel and concerned departmental Notice Board from time to time. The decision of the Provost will be final in all respects.

C. Duration of Stay

A Student shall be eligible to stay in the Hostel not exceeding the duration of the course as given below:-

- | | | | |
|----|---------------|---|---------|
| i | M.B.A. / M.A. | : | 2 Years |
| ii | Ph. D.* | : | 5 Years |

* Duration of stay shall be counted from the date of registration for the course.

* Every student has to seek re-admission in every academic year

Notes :-

- I. If a student does not join the Hostel at the commencement of the course but later, his entitlement for the duration of stay in the hostel will be restricted to the residual period of this course. For example, a student admitted to the Hostel during IInd year of his M.B.A./M.A. course, will be entitled to stay only for one year.

Similarly, if a student enrolled for Ph. D. has already completed one year at the time of admission to the Hostel, he will be entitled to the Hostel Accommodation only for three years.

- II A resident will have to vacate the Hostel after completing his:
- (a) Final annual regular examinations.
 - (b) M.Phil / Ph. D. Thesis
 - (c) Statutory period of the course.
- III Total stay in the hostel shall in no case exceed 6 ½ year in case of hostel students who have joined the hostel at the Post-Graduate level.
- IV A resident who is a student of M.Phil / Ph. D Course, will be required to submit a certificate from the Head of the Department and the Supervisor **twice a year i.e. January and August** that he is not employed anywhere or doing any part time job, failing which his residency in the hostel will be terminated.

A resident having failed to appear in the examination due to disabling sickness may be considered for re-admission provided (1) he make an immediate report regarding his sickness to the Hostel Administration and (2) undergoes treatment either in the WUS Health Center or at any other facility referred to and/or approved by the WUS health centre / Delhi University.

General Rules & Regulations

1. Residents must maintain proper decorum in the Hostel. They should behave properly with the staff and their fellow residents.
2. No resident may shift from one room to another without written permission of the Provost.
3. **Female Visitors are expected to be attended only in the Visitor's Room from 9 AM to 9PM. No visitor is allowed to stay in the visitor room beyond 9 PM. If a female visitor enters the Hostel premises, the visitor and Resident to be visited will have to fill an undertaking in details kept with the security guard, as decided by the M.C. of the hostel.**
4. Each resident is responsible for proper care of the room allotted and the furniture provided to him. No furniture can be removed from the room and no additional furniture can be brought in the hostel without the permission of the Provost.
5. Resident will pay for the damages or any loss caused to the Hostel property.
6. Resident who take up full time jobs, discontinue their studies or research, or have completed their programme in the middle of the session shall inform the Hostel office in writing and shall have the hostel vacated within one month after clearing all dues.

7. Strict disciplinary action will be taken against resident who abate other students in breaking rules or undermining the discipline of the Hostel.
8. **Residents shall not hand over the key of their rooms to any person other than the Hostel Authorities.**
9. Residents are expected to keep their rooms, bathrooms and surroundings clean and tidy. They are not expected to disfigure walls.
10. Lights and Fans should always be switched off when leaving the rooms, Common Room, Reading Hall etc.
11. **Consuming liquor, drugs or other intoxicants are strictly prohibited** in the hostel premises. Any violation of this rule shall cause expulsion from the Hostel.
12. **If any resident is found forging parent's /local guardian's signature, he shall be expelled from the Hostel.**
13. **There shall be no ragging in the Hostel. (Refer to guidelines and details on www.ugc.ac.in)**
14. Residents, who want to have their meal outside the Hostel should indicate this twelve hours in advance and shall make entries in the register kept for this purpose. Wastage of food/water is considered as an irresponsible act.
15. Battery operated transistor, music systems may be played at a low volume. Residents shall not do anything that causes disturbances to others.
16. Every resident must inform the Administration in writing about his absence from the Hostel. If his absence is for a period of more than 7 days, without prior permission, his room will be double locked.
17. No cooking is allowed in the rooms.
18. In view of mounting electricity bills and increasing load on existing installation, use of any electric appliance is not permitted without prior approval from the Hostel Administration and payment of additional charge be made as stipulated from time to time. Violation of this rule will attract severe penalty and fines.
19. No crockery or food is to be taken out of the Dining Hall.
20. Residents may use the following Electric Appliances and other facilities in their rooms provided they obtain prior permission and pay additional charges.

Computer Charges	@ Rs. 150/- PM each
Cooler	@ Rs. 300/- PM each
Heater/Blower/Iron	@ Rs. 300/- PM each

(These rates may changed subject to revision of the power tariff rates of Tata Power Delhi Distribution Ltd.)
21. Students are advised not to keep large sums of money in their rooms. Hostel Authorities will not be responsible for any loss.

22. Residents are required to see the Hostel Notice Board regularly for announcement etc. made from time to time.
23. No ward bearer, Chowkidar may other Hostel /Mess employee should be asked to do personal work by any resident.
24. The Complaint Register is available with the security guards. For any requirement, repair or complaint the resident must submit their observations, in writing.
25. The residents who park their cycle/scooter in the hostel premises should keep them properly locked. Case of any theft should be reported immediately to the Hostel Authorities. However, the Hostel will not be responsible for any loss of theft.
26. Residents getting temporary employment should inform the office immediately. The residency of those residents who fail to intimate the authorities on their employment status will be terminated and they will be required to vacate the Hostel immediately.
27. Admission under the category of sports will be monitored periodically. Students may lose their seat in the Hostel if they fail to participate actively in sports.
28. All Rooms are subject to surprise checks by the Hostel Authorities at any point of time. Any violation of Hostel rules mentioned above or elsewhere in this prospectus will lead to confiscation of unauthorized property /suspension and/or both.
29. Residents should inform the hostel office of any change in address and telephone nos. of parents and local guardian immediately.
30. The following Electric Equipments installed in the Hostel will function on the month noted against each equipment.

Geysers	-	October to March
Water Coolers	-	April to September

31. **No Resident is allowed to display any Notice in hostel premises other than Notice Board meant for the same duly endorsed by Provost/Warden/RT. Violation of the same or any rule of the hostel or who is in a way responsible for breach of discipline in the Hostel is liable to disciplinary action by the Provost.**
32. **No resident is allowed to keep domestic pet in the Hostel.**

Accommodation

The Hostel has 66 rooms (24 Single Seated and 42 Double Seated) to accommodate 108 students. In addition, the Hostel also has two guest rooms (one single bedded and one double bedded).

The Single Seater Rooms will, in principle, be open to all. The final decision will be taken by the Admission Committee as per the need of the situation.

The allotments of rooms will be made up to the statutory number and if the students are not available for specific quota (s), the seats will be transferred to the General Quota.

Distribution of Seats

The Provost will inform the concerned Departments about the total number of seats allotted to the Department and a complete list of students for that department admitted / staying in the Hostel. The list will show, the M.Phil/Ph. D students (by name) and M.A. / MBA Part 1 and II students also by name.

Distribution of seats for different categories of students is as follows:

- | | | |
|----|---|------|
| i | Research Students
(Ph. D and M.Phil) | 10% |
| ii | Foreign Students | 10%* |

*** Seats in Foreign Category be transferred to General Category in the event of Unavailability of Foreign Category Students.**

At present, the foreign students, including those from the SAARC Countries, are required to pay admission fee of US \$100 in addition to the usual Hostel Fee. If foreign students face a problem paying in foreign currency, they may be permitted to pay the equivalent amount of Indian Currency at the prevailing bank rates or as decided by the Foreign Students Advisor on the day of making payments.

Applicants from Foreign Students have to be routed through the Foreign Students Advisor. They are also required to do the following:

- (a) Application should be forwarded by the respective Embassy.
- (b) Medical Certificate from the National Institute of Communicable Diseases, Sham Nath Marg, Delhi – 110054.

- | | | |
|-----|---|------|
| iii | Scheduled Castes | 15% |
| iv. | Scheduled Tribes | 7.5% |
| v. | Visually Handicapped and
other disabled student' | 5% |

- (a) 2% Seats be reserved in the Hostel for the Blind Students and these reserved seats be treated as open seats after 15th August each year.
- (b) The students with physical disabilities residing in different Hostels/Halls of the University shall be exempted from payment of all fees and charges, except refundable Caution Money, Admission Fee, Students Welfare Fee (SEWA Charges) and 50% Mess Fee payable to Hostel. The University shall pay 50% of the Mess Fees.

The PwD students admitted in the hostel shall be exempted from the payment of fees / charges (except refundable Caution Money, Admission Fee, SEWA Charges) and 50% of the Mess Fee payable to the hostel subject to submission of undertaking regarding fellowship, if any, duly recommended / forwarded by the Head of the concerned Department.

The rates of fellowship are as under:-

- | | |
|--------------------------------|---|
| 1. Rs. 3000/- per month | Relaxation in the fee payable & 50% Mess Subsidy |
|--------------------------------|---|

- | | |
|-----------------------|---|
| 2. Rs. 3001 to 8000/- | Relaxation in the fee but no rebate in Mess Subsidy. |
| 3. Rs. 8001 or more | No Relaxation in fee & mess subsidy. |

- vi. Outstanding Sports person 1%
(The application should be routed through Director, Sports Council and University of Delhi)
- vii. If the Candidates from any of the above reserved categories are not available, such seat will be considered in general category.

Payment of Hostel Fees

1. The payment of Hostel Fees is to be made Quarterly in advance for the first three quarters and monthly for April and May on or before the 15th of the first month of the first three quarters and 7th of the month due in last quarter.
 - (a) July, August & September
 - (b) October, November & December
 - (c) January, February & March and
 - (d) April & May (on separate monthly basis only).

June would be purely on daily guest rates of Rs. 200/- (i.e. double the guest rates in other months. It excludes messing services, operating, if any.
2. As the financial year of the Hostel closes on March 31st every year, all the charges payable to the Hostel including fee for the month of March must be cleared before 10th of March every year.
3. Late fee will be charged after 15th of the first month of the three quarters and 7th of the month due in last quarter.

After due date in the month of stipulated period, a fine of Rs. 5/- will be charged for each day upto the last day of the month from the defaulters, Rs/ 10/- will be charged for each day thereafter for the next 5 days and Rs. 15/- per day till the payments are made. Late Payment fine can not be waived in any case.
4. Hostel and Mess dues will be collected strictly between 10.00 AM to 1.00 PM only on working days.
5. Room rent and other fee will be charged for the whole quarter irrespective of the Resident joining the Hostel on any date of the Month within the quarter. Only the Mess Charges will be payable from the date of admission to the Hostel.
6. The residents, who fail to pay their dues for two consecutive months shall be required to vacate the Hostel with immediate effect, failing which eviction proceedings will be initiated as per University Rules.
7. Such residents may, however, be considered for re-admission on the basis of genuine reasons by the Provost on payment of re-admission fee of Rs. 500/- in addition to the fine for non-payment of dues.

FEE STRUCTURE

Annual Fee (Payable at the time of Admission / Readmission)

PROVOST ACCOUNT

	‘A’		
i)	Identity Card	Rs.	60.00
ii)	Admission Fee	Rs.	200.00
iii)	WUS-Health Centre Fee	Rs.	240.00
iv)	Sanitation	Rs.	200.00
v)	Tubelight (Material Replacement)	Rs.	200.00
vi)	Hostel Development Fund	Rs.	700.00
vii)	Electricity Charges	Rs.	600.00
viii)	Internet Maintenance Facilities	Rs.	800.00
	Total	Rs.	3000.00
<u>STUDENTS WELFARE ACCOUNT</u>			
i)	Common Room Fund	Rs.	400.00
ii)	TV Fund	Rs.	400.00
iii)	Annual Charges & Function Fund	Rs.	2000.00
iv)	Amalgamated Club / Sports Fund	Rs.	500.00
v)	Common Room & Telephone Services	Rs.	400.00
vi)	Library / Printing & Publications	Rs.	500.00
vii)	Residents Welfare Fund	Rs.	1500.00
viii)	Computer Room Maintenance	Rs.	800.00
	Total	Rs.	6500.00
Caution Money (Payable at First Admission, Refundable)			
i)	Caution Money	Rs.	10000.00
	Total	Rs.	10000.00
	Grand Total	Rs.	19500.00
Quarterly Fee (Payable from July onwards)			
		Single Room	Double Room
	Room Rent	30.00	30.00
	Establishment	300.00	300.00
	Room Maintenance Charges	360.00	360.00
	Electricity & Water Charges	1350.00	1050.00
	Total	2040.00	1740.00
	Grand Total	21540.00	21240.00
i)	MESS CHARGES (Per Month) (Subject to changes from time to time)	4400.00	4400.00

Notes :-

- I. Electricity and Water Charges per head are revisable subject to changes in the rates of Tata Power Delhi Distribution Ltd. and actual consumption.
- II. **Quarterly Fees** - July to September, October to December, January to March. For the last quarter (April to June) the residents shall be charged Hostel dues on monthly basis only for a month of April. If students are permitted to stay beyond 30th April – strictly on a “need to stay” basis, such students will be treated as “Resident Guest on Extension” and charged at Rs. 100/- per day (exclusive of mess charges as full due).
- III. Residents getting temporary /ad-hoc employment in Delhi University / College will pay HRA as per the University rules.
- IV. A resident having a fellowship (UGC, ICCR etc.) will be required to pay room rent as per his entitlement for HRA under the fellowship.
- V. No fees are refundable except the Caution Money, which will be refunded by A/c Payee Cheque after the resident has paid all the dues and vacated the Hostel. The refund of Caution Money can be claimed in the prescribed form obtainable from the Hostel Office **not later than six months** of the date of their leaving the Hostel.
- VI. In case a student applies for withdrawal of his admission within a week with a valid reason that satisfies the Hostel Administration for such refund, all fees, except the admission fee of Rs. 100, will be refunded, provided the student had not occupied the room of the Hostel or not taken any meal in the Hostel/Mess.

Meal Timings

Meals will be served during the following hours:

Breakfast	8.00 AM to 9.30 AM
Lunch	1.00 PM to 2.30 PM
Dinner	8.00 PM to 9.30 PM

The Hostel provides both vegetarian and Non-vegetarian Food. Guests will also observe the same timings. Those who are late from class for any meal or want, a meal earlier must inform in advance to the Warden / Resident Tutor / Mess Contractor in writing for special arrangements. Packed Lunch for those who cannot come for lunch may also be arranged by the Mess Contractor.

Mess Rebate

If a resident goes on leave for Minimum period of Nine day in a month with prior intimation, he will be entitled for only 7 days rebate or as per the decision taken by the Mess Committee and the Caterer.

Canteen

There is a Canteen in the premises of the Hostel run by a Contractor under the supervision of the Resident Tutor /Warden and SEWA Members.

Guests

- i Any bonafide resident who wants his guest to stay in the allotted room is required to take prior permission of the **Hostel Authorities (Provost/ Warden /Resident Tutor)** on prescribed form available in the hostel office. The concerned resident will be responsible for the conduct of his guest (s). Hostel authorities reserve the right to refuse the permission for stay of any guest (s) at any time without assigning any reason. A student expelled / evicted from any Hostel or person having criminal record cannot be permitted to stay as guest(s) in the Hostel. Lodging charges @ Rs. 20/- per day will be paid in advance, at the time of registration.
- ii As regards casual guests who want to stay in the resident room, it has been decided that ordinarily, casual guests are allowed to stay with the resident upto three days on payment of Rs. 20/- per day. After that, the guests shall be charged @ Rs. 100/- per day.
- iii The resident may have his parents occasionally as his guest for a maximum period of four days, with prior permission the Warden / Resident Tutor.
- iv. The same person cannot be a guest repeatedly.
- v. A resident who desires to entertain a guest in the Dining Hall is required to obtain meals for the guest by purchasing the requisite meal coupons.
- vi. The residents whose final year examinations are over should vacate the Hostel **within Seven days of the completion of their examinations**. They may be permitted to stay in the Hostel for a short period, strictly on a “need to stay” basis and charged as “Resident Guest on Extension”.
- vii The Resident Guest on Extension charges of Rs. 100/- will be as under as per the decision taken in the Managing Committee.
 1. Room Rent (per day) Rs. 20/-
 2. Establishment/Maintenance/Electricity & Water Charges (per day) Rs. 80/-
- viii. If any Resident needs the Room at the end of the month of his Annual Examinations, he will be charged double the amount of the daily rates of “Resident Guest on Extension” i.e. Rs. 200/- and that too not necessarily upto 30th June depending upon genuine academic needs as certified by their department. Such residents would however have to first vacate their allotted room.
- ix. “All Students who could not clear the Ist year Examination of their master’s degree are required to inform the Hostel Authorities within 7 days and vacate the Hostel immediately failing which the Administration will impose a penalty.” The administration will also take appropriate action to get the room vacated.
- x. The students coming from other Universities / Institutions for attending Delhi University Conferences / Seminars/ Symposiums or Consulting Delhi University Library etc., have to pay the guest charges @ Rs. 100/- per day (In June, Rs. 200/- per day) per participant subject to clearance from the concerned department.

Guest Room Charges

The tariff rates of the Double bedded Guest Room (only for the parents) is Rs. 400/- per day and the same of the single bedded Guest Room Charges is Rs. 300/- per day excluding Breakfast / Lunch / Dinner. The parents may stay in the Guest room for a maximum period of 4 days only at a time.

Medical Facilities

Residents should observe the following.

1. Any case of illness shall be notified immediately to the Warden / Resident Tutor.
2. The WUS Health Centre is in the University North Campus. All Residents shall become member of the Centre for treatment and medical assistance
3. Generally all serious cases of illness will be referred to a Hospital or Nursing Home with the knowledge of local guardian.
4. First Aid kit will be available in the Medical Room in the Hostel, under supervision of the Hostel Students Welfare Association.

Library Delhi University meets the needs of students, teachers and researchers with an extremely rich and diverse range of library resources provided by over 22 separate libraries: Central Reference Library, Central Science Library, Faculty of Law Library, FMS Library, Ratan Tata Library, to name a few.

Health Centre The University Health Centre provides comprehensive medical care, counselling and public health services to DU Students. It is located nearer to the Patel Chest Institute. It includes the services of Psychiatrists, Dentists, Surgeons, Cardiologist, Child Specialist, Physicians and other consultants.

LIFE AT THE HOSTEL

Life at the hostel is a momentous occasion in one's life.

A typical day at the hostel begins at 7 a.m. when residents realize that it's time to get up and then there is a rush towards the restrooms followed by a shower and 8.30, there is a rush hour in the hostel mess.

The residents leave for the classes at 8.50 a.m., thanks to the short distance between the hostel and the institutes that enable them to make it on time for their class beginning at 9.00 a.m.

Exceptions, as we have them everywhere are the health freaks who would have revolved ten rounds around the sports complex or in the hostel gym while their roommates would still be there in their rooms.

There is a bit of activity around the lunch time when the residents return for the lunch. There has been a consistent increase in the residents preferring to take lunch packs as a part of time management strategy.

Most of the residents return quite late in the evening after a "hard day out" with lectures, guest lectures and PPT's.

The hostel sees peak activity around the dinner time when residents gather together to relish the food at the mess and discuss their adventurous day.

The small bit of assignments are enough to keep them busy till the wee hours. One can see residents transferring assignments on the LAN even in the early morning hours.

Weekends at the hostel symbolize the unofficial motto "work hard and party harder". Weekend also means washing the clothes, getting the room cleaned, a movie at the hostel common room, a short visit to Kingsway Camp and Kamla Nagar market and fulfilling all other "social obligations."

After all, there is an old saying which goes like "You make the best friends in hostels."

SERVICES AT THE HOSTEL

The Hostel offers a full range of services and resources to support and enhance the daily life of its residents.

The Mess The hostel mess provides quality vegetarian and non-vegetarian food for breakfast, lunch and dinner. There is also the all night canteen that provides quality foods and beverages at reasonable rates. The parathas from the canteen find many patrons not only among the residents but also around the campus.

Common Room The Hostel common room has a wide screen television with cable TV connection from Tata Sky. The hostel also has an active **Movie Club**, where the movie buffs of the hostel screen best of the movies for the whole campus community.

Music Instruments The hostel provides quality musical instruments like Yamaha Synthesizer, drums, several guitars, flute, bongo and other Musical instruments. The hostel band has won accolades for its performance during various cultural events organized in the campus.

Laundry The hostel has automatic washing machines which can be self-operated for use. Behind the hostel, a washer man and a laundry is also available to avail the facilities on the expenses of their own.

Telephone Intercom facility is available so that one can chat from individual room for hours without any charges. MTNL Telephone connection facility is available so that parents and local guardians can be in regular touch with their sons, relatives or friends.

The Computer and Internet Facilities The computer laboratory is well equipped with a range of work stations, personal computers, printers and required Softwares. Each resident has access to the internet and the LAN in their room through DU Computer Centre. The students can avail of the same facility from the DU Computer Centre. An exciting feature is that all the laptops/Desktops Computers in the Hostel have access to a Wi-Fi system, which allows them to access the Internet & LAN without using connecting devices.

Sports / Gym The Hostel provides facilities for Gyms & Games like table tennis, badminton, foosball etc. However, there is no provision for cricket or football due to inadequate space.

The hostel has a multi-station gym and other body-building equipments.

Library / Book Bank The Book Bank at the hostel has a wide collection of books on subject ranging from Sociology, Economics and Management of Philosophy and fiction. The total volume of books has seen tremendous increase over the years and continues to follow the increasing trend. The hostel also subscribes to a wide range of newspapers, journals and periodicals. The hostel administration also encourage inmates to visit book fair at Pragati Maidan, New Delhi.

LIFE AROUND THE HOSTEL

Living in the University Campus is in itself an experience. It entails one to be a part of the academic and socio-cultural environment apart from availing of the various facilities. There are several amenities provided for the convenience of students in and around the campus.

Accessibility The accessibility to and from the campus is very good with a wide variety of transport choices like buses, taxis, autos, rickshaws. The **Vishwavidyalaya Metro Station** is an added advantage with metro services at the interval of every 3 minutes from the University to every nook and corner of Delhi and NCR.

Banking Facilities The branches of State Bank of India and ICICI Bank are situated in the premises of University of Delhi. They provide all the facilities to its members like Teller, ATM and educational loans. They cater to the services of the customers which remain open on all the six days except Sundays, Bank holidays and gazetted holidays.

Post Office Post Office is situated in the premises of University of Delhi. All types of Postal facilities like Speed Post, Registered Post etc. are available. It is open on six days except Sunday and gazetted holidays. It is connected with G.P.O.

Co-operative Store & Kendriya Bhandar The Cooperative Store and Kendriya Bhandar are situated in the premises of Utilities Centre, University of Delhi. It is run by University on no-profit no-loss basis for the general public. It sells all the items of everyday use like toiletries, stationeries etc.

Bus Pass Counter Bus Pass Counter is located on the first floor of the State Bank of India, Delhi University. Any bonafide student of Delhi University may avail of the facility.

Food Joints The North Campus of Delhi University has many canteens and food joints apart from the college and faculty canteens. There is a Canteen in the premises of the Hostel run by a Contractor under the supervision of the Resident tutor / Warden and SEWA members. Pandit Ji's canteen at Gwyer Hall is just outside the hostel gate. Any many food joints can be found in Kamla Nagar in the vicinity of the University Campus.

LIFE AROUND THE HOSTEL

Library DU meets the needs of Students, Teachers and Researchers with an extremely rich and diverse range of library resources provided by over 22 separate libraries: Central Reference Library, Central Science Library, Faculty of Law Library, FMS Library, Ratan Tata Library, to name a few.

Health Centre The University Health Centre provides comprehensive medical care, counselling and public health services to DU Students, it is located nearer to the Patel Chest Institute. It includes the services of Psychiatrists, Dentists, Surgeons, Cardiologist, Child Specialists, Physicians and other consultants.

Railway Reservation Counter

Railway Reservation Counter is situated in the premises of University of Delhi.

University Guest House / International Guest House University Guest House is situated opposite to the Main University Gate, adjacent to P.G. Men's Hostel. It has about 50 rooms and a dining hall for the guests that visit the University.

A state of the art International Guest House has been established in Delhi University, which is located in the University Road going towards Delhi School of Social Work.

Market Place Kamla Nagar and Kingsway Camp (GTB Nagar) are the nearest markets with a wide variety of shops ranging from books, stationeries, food, clothes and consumer durables etc.

Hostel Students Welfare Association (SEWA)

1. Subject to the discipline of the Hostel, the Residents will form the VKRV Rao Hostel Students Welfare Association (SEWA) according to the approved constitution for promoting Academic Cultural and Recreational activities.
2. SEWA will be responsible for promotional activities such as Computer, Internet Club, Library facilities etc. SEWA will be authorised to raise subscription from the residents for such approved purposes.
3. The elected Hostel Students Welfare Association, Executive consists of President, Vice-President, General Secretary, Mess Secretary, Sports Secretary and Cultural Secretary.
4. The President of the Students Welfare Association should take prior written permission of the Administration for all functions that the Association decides to hold. The Administration reserves the right to stop such activities, which according to them go against the healthy development of the Hostel Development.
5. The Student Welfare Association Executive is incharge of the Common Room, and organization of games and other social and cultural activities would take place under the general supervision of the Provost/Warden /Resident tutor.
6. The Hostel Study room / Internet Room will be available for use by the residents and looked after for its productive use only.
7. The Common room will have facilities for games and recreation. These facilities will be available strictly for the residents of the Hostel and their bonafide guests only. The Common Room will remain open on all days from 7.00 AM to 12.00 mid night. Visitors' Room will remain open from 9.00 AM to 9.00 PM.

PROCEDURE FOR TAKING DISCIPLINARY ACTION AGAINST A RESIDENT :

The Provost can for any default on the part of the resident, such as suppression of information in the application for admission, act of indiscipline, violation of any of the duly prescribed rules, indulgence in indecent or violent behaviour, or for any other reason deemed sufficient for taking a disciplinary action, would issue warning, intimate the parents / guardian, Head of the Department / Supervisor, if any, impose fine, double-lock the room/cancel the allotment of room of a resident / expel or forcibly evict a resident at the risk and cost of the resident or take any other disciplinary action, including banning the entry to the Hostel and recommending non-issuance or de-recognition of degrees, depending upon the gravity of the act of the indiscipline committed by a resident.

The procedure for taking the disciplinary action:

1. The Provost or on his direction the Warden /Resident Tutor will call for an explanation from the defaulting resident giving a minimum of three-day notice.
2. On receiving the reply from the concerned resident, the Provost may get the entire matter enquired into by an appropriate person / committee and take the necessary action on receiving the report of the inquiry Officer / committee.
3. If no reply is received from the defaulting resident within the time stipulated in the letter seeking her / his explanation, the Provost may take the appropriate disciplinary action straight away without holding any inquiry in the matter.
4. The disciplinary action taken by the Provost will be final and the same may be done under intimation to the Head of the Department concerned, supervisor, if any, and the parents /guardian and the local guardian, if any.

Procedure for forcible eviction

The forcible eviction shall be undertaken by an Eviction Committee to be constituted by the Provost and, if necessary, with the inclusion of University Security / Proctorial Staff. All luggage, articles, books, documents etc. shall be put in sacks/bags/boxes etc. Otherwise appropriately wrapped up. The same will be duly sealed in the presence of the Eviction Committee and kept securely in the Hostel Store / any other room under proper lock and key. The luggage so kept may be collected by the owner within two weeks, failing which the owner may forfeit his claim on the luggage or he may be charged demurrage @. Rs. 5/- per day after the expiry of two weeks.

Discipline

Ordinance XV-B

1. All powers relating to discipline and disciplinary action are vested in the Vice-Chancellor.
2. The Vice-Chancellor may delegate all or such power as he / she deems proper to the Proctor and to such other persons as he/she may specify in this behalf.

3. Without pre-judice to the generality of power to enforce discipline under the Ordinance, the following amount to act as gross indiscipline :
 - (a) Physical assault or threat to use physical force against any member of the teaching and non-teaching staff of any institution /Department and against any student within the University of Delhi.
 - (b) Carrying of use of or threat of use of any weapons;
 - (c) Any violation of the provisions of the Civil Rights Protection Act, 1976.
 - (d) Violation of status, dignity and honour of students belonging to the Scheduled Caste and Scheduled Tribes;
 - (e) Any practice-whether verbal or otherwise – derogatory of women;
 - (f) Any attempt at bribing or corruption in any manner;
 - (g) Wilful destruction of Institutional Property.
 - (h) Creating ill-will or intolerance on religious or communal grounds;
 - (i) Causing disruption in any manner of the academic functioning of the University system;
 - (j) Ragging as per Ordinance XV-C.
4. Without prejudice to the generality of his/her powers relating to the maintenance of discipline and taking such action in the interest of maintaining discipline as any seem to him / her appropriate, the Vice-Chancellor, may in the exercise of his/her power aforesaid order of direction:
 - (a) That any student or student be expelled; or
 - (b) Any student or students be, for a stated period, rusticated ; or
 - (c) be not, for a stated period, admitted to a course or course of study in a college, department of institution of the University; or
 - (d) be fined with a sum of rupees that may be specified; or
 - (e) be debarred from taking a University of College or Departmental Examination or Examinations for one or more year; or
 - (f) That the result of the students or students concerned in the examination or examination in which he/she or they have appeared be cancelled.
5. The Principal of the Colleges, Head of the Halls, Dean of Faculties, Head of Teaching Departments in the University, the Principal, School of Correspondence Course and Continuing Education and Librarian shall have the authority to exercise all such disciplinary powers over students in their respective colleges, institutions, Faculties and Teaching Departments in the University as may be necessary for the proper conduct of the Institutions, Halls and teaching in the concerned Departments. They may exercise their authority through, or delegate authority to,

such of the teachers in their Colleges, Institutions or Department as they may specify for these purposes.

6. Without prejudice to the power of the Vice-chancellor and the Proctor as aforesaid, detailed rules of discipline and proper conduct shall be framed. These rules may be supplemented, where necessary by the Principal of College, Head of Halls, Dean of Faculties and Head of Teaching Departments in the University. Each student shall be expected to provide to himself/herself with a copy of these rules.
7. At the time of admission, every student shall be required to sign a declaration that on admission he/she submits himself/herself to disciplinary jurisdiction of the Vice-Chancellor and the several authorities of the University who may be vested with the authority to exercise discipline under the Acts, the statutes, the Ordinance and the rules that have been framed there under by the University.

Prohibition of and Punishment for Ragging

Ordinance XV-C

1. Ragging in any form is strictly prohibited within the premises of College/Department of Institution and any part of Delhi University System as well as on public transport.
2. Any Individual or collective act or practice of ragging constitutes gross indiscipline and shall be dealt with under this Ordinance.
3. Ragging for the purpose of this ordinance, ordinarily means any act, conduct or practice by which dominant power or status of senior students is brought to bear on students freshly enrolled or students who are in any way considered inferior by other students and includes individual or collective acts or practices which :-
 - (a) Involve physical assault or threat or use of physical force;
 - (b) violate the status, dignity and honour of woman students;
 - (c) violate the status, dignity and honour of students belonging to the Scheduled Case and Tribes;
 - (d) expose students to ridicule and contempt and affect their self esteem;
 - (e) entail verbal abuse and aggression, indecent gestures and obscene behaviour.
4. The Principal of a College, the Head of the Department or an Institution, the authorities of College, of University Hostel or Hall of Residents shall take immediate action on any information of the concurrence of ragging.
5. Notwithstanding anything in Clause (4) above, the Proctor may also suo-moto inquire incident of ragging and make a report to the Vice-Chancellor of the Identity of those who have been engaged in ragging and the nature of the incident.

6. The Proctor may also submit an initial report establishing the identity of the perpetrators of ragging and the nature of the ragging incident.
7. If the Principal of the College or Head of the Department or Institution or the Proctor is satisfied that for some reason, to be recorded in writing, it is not reasonably practical to hold such an enquiry, he/she may so advise the Vice-Chancellor accordingly.
8. When the Vice-Chancellor is satisfied that it is not expedient to hold such an enquiry, his/her decision shall be final.
9. On the receipt of a report under Clauses (5) or (6) or a determination by the relevant authority under Clauses (7) disclosing the occurrence of ragging incident described in Clauses 3 (a), (b) and (c), the Vice-Chancellor shall direct or order rustication of a student or students for a specific number of years.
10. The Vice-Chancellor may in other cases of ragging order or direct that any student or students be expelled or be not, admitted to a course of study in a college, departmental examination for one or more years or that the results of the student or students concerned in the examination or examinations in which they appeared be cancelled.
11. In case any students who have obtained degree or diplomas of Delhi University are found guilty, under this Ordinance, appropriate action under Statute (15) shall be initiated for withdrawal of degrees conferred by the University.
12. For the purpose of the Ordinance, abatement to ragging whether by way of any act, of practice or incitement of ragging will also amount to ragging.
13. All institutions within the Delhi University system shall be obligated to carry out instructions/directions issued under this Ordinance, and to give aid and assistance to the Vice-Chancellor to achieve the effective implementation of the Ordinance.

Prohibition of and Punishment for Sexual Harassment

Ordinance XV-D

1. SHORT TITLE AND EXTENT :

The present ordinance is based on the policy against Sexual Harassment by the Delhi University and seeks to maintain and create an academic and work environment free from Sexual Harassment for students, academic and non-teaching staff of the Delhi University. The Ordinance will also apply to outsiders and residents, on the Delhi University Camps, to the extent specified herein these rules and procedures.

2. DEFINITIONS

- (i) 'Students' includes regular students as well as current ex-students of Delhi University.

- (ii) “Teaching Staff” includes any person on the payroll of Delhi University or any Colleges or institution affiliated to it, who is appointed to teaching and / or research post, whether full time, temporary, ad-hoc, part-time, visiting, honorary or on special duty, deputation and shall also include employees employed on a casual or project basis.
- (iii) “Non-Teaching Staff” includes any person on the payroll of Delhi University or of any Colleges or Institutions affiliated to it, who is not included in the teaching staff, it includes employees who are full time, temporary, ad-hoc, part-time, visiting, honorary or on special duty. Deputation and employees employed on a casual or project basis.
- (iv) “Member of the University” includes all those included in categories (i)-(iii) above.
- (v) “Resident” includes any person who is temporary or permanent resident of any of the accommodations or premises allotted to an employee by the University of Delhi or by any of its affiliated Colleges or Institutions.
- (vi) “Outsider” includes any person who is not a member of the University or a resident. It also includes, but is not limited to any private person offering residential, food and other facilities to students, teaching staff or non-teaching staff of the Delhi University or any college or institution affiliated to Delhi University.
- (vii) “Outsider” includes all places of work and residence in the Delhi University or any College or Institutions affiliated to the Delhi University. It includes all places of instruction, research and administration, as well as hostel, health centres, sports grounds, staff quarters and public places (including shopping centres, eating places, park, streets and lanes) on the Delhi University Campus or the Campus of any College or Institution affiliated to Delhi University.
- (viii) “Sexual Harassment” includes any unwelcome sexually determined behaviour, whether directly or by implication and includes physical contact and advances, a demand or request for sexual favours, sexually-coloured, remarks, showing pornography or any other unwelcome physical, verbal or non-verbal conduct of sexual nature.

Explanation:

“Sexual Harassment” shall include, but will not be confined to the following:

- (i) When unwelcome sexual advances, requests for sexual favours and verbal or physical conduct of a sexual nature are made, either implicitly, or explicitly, by an individual group this will serve as a sufficient ground for taking adverse decision relating to employment, academic, performance, extracurricular activities, or entitlement to services or opportunities at the Delhi University.
- (ii) When unwelcome sexual advances, and verbal, non-verbal, and/or physical conduct such as loaded comments, remarks or jokes, phone calls or e-mail, gestures,

exhibition of pornography, lurid stares, physical contact, stalking, sounds or display of a derogatory nature have the purpose and /or effect of interfering with an individuals' performance or of creating and intimidating, hostile, or offensive environment.

- (iii) When a person uses, with a sexual purpose, the body or any part of it or any object as an extension of the body in relation to another person without the latter's consent or against the person's will, such conduct will amount to sexual assault.
- (iv) When deprecatory comments, conduct or any such behaviour is based on the gender identity / sexual orientation of the person and/or when the class room or other public forum of the University is used to denigrate / discriminate against a person or create a hostile environment on the basis of a person's gender identity/sexual orientation.

1. Scope of the Ordinance: This Ordinance shall be applicable to all complaints of Sexual Harassment made:

- (i) by a member of the University against any other member of the University irrespective of whether the harassment is alleged to have taken place within or outside the campus.
- (ii) by a resident against a member of the University or by a member of the University against an outsider if the sexual harassment is alleged to have taken place within or outside the campus.
- (iii) by an outsider against a member of the University or by a member of the University against an outsider if the sexual harassment is alleged to have taken place within the Campus.
- (iv) by a member of the University, against an outsider if the sexual harassment is alleged to have taken place outside the campus. In such cases the Committees shall recommend that the University college authorities initiate action by making a complaint with the appropriate authority. Further, the committee will actively assist and provide available resources to the complainant in pursuing the complaint.

2. Complain Mechanism: Implementation of the University policy against Sexual Harassment shall be achieved through:

- (i) The Apex Complaints Committee, which shall be an apex regulatory and appellate body of the University of Delhi for redressal and resolution of complaints.
- (ii) University Units Complaints Committees, which shall be set up in clusters of University Department /Centres as complaints and redressal bodies.
- (iii) College Complaints Committees, which shall be set up in each college of the University of Delhi as complaints and redressal bodies.
- (iv) Central Pool Complaints Committees, which shall be complaints and redressal bodies (one each for North and South Campuses) for those units that are not affiliated to any College /Department/ Institution and have not been included in either CCC or UUCC.

1. REDRESSAL

- (i) UUC/CCC/CPCC/ACC may ask the College/University to suspend the alleged harasser from an institution post/class if his / her presence is likely to interfere with the enquiry.
 - (ii) The victim of sexual harassment shall have the option to seek transfer of the perpetrator or his/her own transfer where applicable.
 - (iii) Notwithstanding the contents of any other ordinance relating to service conditions etc., the head of the institution upon receipt of the enquiry report, shall refer the same to the Governing Body/Executive Council (EC) and take disciplinary action on the basis of recommendations of the Complaint Committees provided that in the case of termination of service, the existing rules of University will also be forwarded.
 - (iv) The Disciplinary action shall be commensurate with the nature of the violation.
- A. In the case of University / College employees, disciplinary action may be in the form of :
- i) Warning
 - ii) Seeking Written Apology
 - iii) Bond of Good Behaviour
 - iv) Adverse remarks in the Confidential Report.
 - v) Debarring from supervisory duties.
 - vi) Denial of membership of statutory bodies
 - vii) Denial of re-employment
 - viii) Stopping of Increments/promotion
 - ix) Reverting, Demotion
 - x) Suspension
 - xi) Dismissal
 - xii) Any other relevant mechanism
- B. In case of Students, **disciplinary action** may be in the form of :-
- i) Warning
 - ii) Seeking Written Apology
 - iii) Bond of Good Behaviour
 - iv) Debarring entry into hostel/campus
 - v) Suspension for a specific period of time
 - vi) Withholding results
 - vii) Debarring from exams
 - viii) Debarring from contesting elections
 - ix) Expulsion
 - x) Denial of Admission
 - xi) Declaring the harasser as 'persona non grata' for a stipulated period to time.
- C. In case of third party harassment, the University / College authorities shall initiate action by making complaint with the appropriate authority.

Notwithstanding any provision in the previous pages, the Provost is the final authority in matters of discipline, admission and overall function of the hostel.

