

Maulana Azad Medical College
Postgraduate Hostel Allotment rules 1977
(For New Girls Hostel and PG Men's Hostel)
Amendments: 1996, 2009, 2018

The following hostel allotment and hostel rules will be applicable for Post Graduate Students of Maulana Azad Medical College and Maulana Azad Institute of Dental Sciences. The amendment will come into effect from 1st April 2018.

I. Introduction

- a. There are five hostels for postgraduate students in the Maulana Azad Medical College Campus.
 - i. New Girls Hostel (NGH) – for single women students of pre-clinical and para-clinical subjects.
 - ii. PG Men's Hostel – for married couples (two floors) and single men students of all subjects.
 - iii. Lok Nayak Resident Doctors Hostel (LNRDH) – for single women students and senior residents of all clinical subjects.
 - iv. Old Resident Doctors Hostel (ORDH) – for single men students and senior residents of all subjects.
 - v. New Resident Doctors Hostel (NRDH) – for residents working in GIPMER.
- b. Of the above, only hostels listed at a(i) and a(ii), i.e. New Girls Hostel and PG Mens Hostel, are under the administrative control of Dean, Maulana Azad Medical College. ***These Hostel Rules are applicable for these two hostels only.***
- c. In PG Mens Hostel, two floors are reserved for married couples. The eligibility criteria and priority rules (II, III) mentioned below will be applicable to them.
- d. Women students of all clinical departments, including MDS, will be accommodated in LNRDH.
- e. Women students of pre-clinical and para-clinical subjects will be provided accommodation in New Girls' Hostel. However, if rooms are vacant then students from clinical departments will be accommodated in NGH, as per priority list below.
- f. In case room in NGH are not vacated in time by outgoing students, women students from outside Delhi can be accommodated temporarily (against expected room availability within a month) in Guest rooms of PG Mens Hostel on Double seater basis. They will have to shift as soon as their allotted room is available.

II. Eligibility

- a. Postgraduate students of Maulana Azad Medical College
- b. Postgraduate students of Maulana Azad Institute of Dental Sciences

- c. Super-specialty students of Maulana Azad Medical College (Currently of Paediatric Surgery & Neonatology)
- d. Post doctoral (PhD) students of Maulana Azad Medical College

III. Priority for allotment

(a) Allotment of rooms will be prioritized by both residence & speciality matrix provided below:-

(1) Priority grouping by specialties-

- i. Group A: Medicine, Surgery, Obstetrics & Gynaecology, Paediatrics, Anaesthesia, ENT, Ophthalmology, Orthopaedics. Three rooms will be kept for MCh Paediatric Surgery and DM Neonatology, since they join later. In case these rooms are not utilized then they will be allotted to other PG students.
- ii. Group B: MDS in Oral & Maxillofacial Surgery
- iii. Group C: Radio-diagnosis, Dermatology, Radiotherapy, Pathology, Biochemistry.
- iv. Group D: Community Medicine, Forensic Medicine, Anatomy, Physiology.
- v. Group E: MDS students except Oral & Maxillofacial surgery
- vi. Group F: PhD students

(2) Residence priority: Non-Delhi/non Delhi NCR residents, Delhi NCR Residents & then Delhi resident. In addition, distance (as estimated by Google Maps) from college will also be used to prioritize by residence.

(b) Further, senior PG students will be given preference for allotments.

IV. Duration of allotment

Rooms will be allotted till the end of their course. Extension can be provided till supplementary examination only, on payment of Rs 5000/- per month as room rent and other applicable charges. No further extension is admissible.

V. Hostel fees

- a. PG, MCh, DM and PhD students will not get House Rent Allowance (HRA) during period of stay in hostel. No separate room rent will be charged during their regular tenure (3 years for degree and 2 years for diploma)
- b. After completion of regular tenure, and till supplementary examination, rent of Rs 5000/- per month will be charged, if the student wishes to avail hostel facilities.
- c. Hostel Welfare Fund (HWF) @ Rs 250/- per month will be charged from all students for entire duration of their stay as lump sum. In case student leaves hostel, the remaining amount shall be refunded.
- d. Security Deposit of Rs 5000/- has to be deposited at time of joining hostel. Refundable on leaving hostel.

- e. *AC charges (for PG Men's Hostel, with permission only) – Rs 2210/- per month from April to September (at par with charges levied by New Resident Doctors' Hostel, (GIPMER) or as revised from time to time.. AC is currently not allowed in New Girls Hostel. AC charges are to be paid for a period of 6 months period in April for each year. Students getting hostel after April and leaving after April should pay for the duration of stay from April to September.*

Remark: Kept in abeyance

- f. AC is not at present permitted in the new Girl's Hostel as it does not have the requisite wiring to take the AC load.
- g. In case AC is installed, Rs 10,000/- will be levied as fine, apart from recovery of Electricity charges and removal of AC.
- h. Penalty/ Fine in case of other misdemeanors / violation of rules is Rs 5000/-
- i. In case of misdemeanors by a group of students, the whole floor shall be penalized.
- j. Mess charges are to be paid directly to contractor.

VI. Vacation of room

- a. The allottee will have to vacate room within 7 days of completion of tenure or on cancellation notice being issued by Warden. In case of students who have to appear in supplementary examination, they should apply to warden for extending their stay within 7 days of result.
- b. In case of non-vacation of room within 7 days, penalty charges @ Rs. 2000/- per day will be levied from 8th day for 15 days, and then forcible eviction will be done in the presence of DDA / AO, Warden and Security Officer. The procedure of eviction will be to break the lock in presence of above mentioned officers, prepare inventory of items in room under their signature, shift items to store and allow further allotment. As and when student comes for claiming items, the items should be handed over after getting receipt by caretaker.

VII. Other Hostel Rules

- a. Application for leave/absence from the hostel shall be made in advance to the Warden. Resident will make sure that their leave applications are sanctioned before they leave the hostel.
- b. The Warden has the right to refuse admission to the hostel premises to anyone considered undesirable. The Guests shall not be allowed to stay in the hostel.
- c. No combustible item, fire arms or lethal weapons are allowed to be carried by or kept in the hostel by any resident.
- d. No resident shall use or keep in his/her possession any intoxicating drug or liquor of any kind.
- e. Cooking of any kind is not permissible in the hostel rooms.
- f. Tampering with or misuse of electrical installation in the hostel by the Residents is not allowed. Resident must ensure that the lights and fans are switched off when they leave the rooms. Use of heater is not permitted.
- g. Dhobi/barber/tailor as authorized by Warden according to the needs of the residents will work in the Hostel premises. Residents are liable to punishment by the Warden if found responsible for allowing water to run waste or keep bathroom lights on after use.

- h. No meeting or gathering of the residents for political purposes shall be allowed to be held inside the hostel.
- i. Only the person, who has been duly allotted accommodation in the hostel has the right to use particular room allotted to him/her. No exchange of room occupancy without permission of the Warden is permissible. No sub letting shall be allowed. In case of subletting, a penalty of Rs 5000/- and eviction is applicable. Further, the security deposit will be forfeited and he/ she will not be eligible for room allotment for entire tenure. All the residents will have their Identity Cards stamped from the hostel office on joining the hostel.
- j. The warden may not permit the girls residents to be absent from the hostel or to stay out unless prior permission of their parents/guardians has been obtained and shown to the Warden. Residents of New Girls Hostel will have to abide by the hostel timings (Hostel gates will be closed at 11pm and opened at 6am).
- k. All visitors shall have to sign their names showing relationship with the resident concerned in the Register available with the Chowkidar on duty.
- l. Residents in their own interest are advised not to keep jewelry or any other valuables in their room.
- m. The student will not indulge in or support any act of ragging.
- n. The disciplinary authority will be the Warden.
- o. In case of dispute, Dean's decision will be final.