

**BITS Pilani, Dubai Campus**  
**Terms and Conditions of Hostel Contract**  
**Academic Year- 2020-21**

1. Students should obey the rules & regulations set by the Institute for hostel. The Institute reserves the right to modify or add to the rules & regulations at any time. Students must also obey and adhere to the UAE Laws.
2. The allotment of hostel room will be for the entire duration of the course. However if any student has to vacate the hostel for any unforeseen reason after any particular semester he/she will be permitted only after parents' consent and due permission from the chief warden well in advance before the start of the semester.
3. Students will be allotted single room accommodation in the on-campus hostels on a lottery basis, after paying the hostel fee and caution deposit by cash/ cheque/ DD/ TT.
4. The Institute's decision for allotment of rooms shall be final.
5. The hostel fee per semester is **AED 15,000/-\*** which is payable on or before registration of each semester. The fee will not be refunded if the student decides to leave the hostel in between the semester.
6. At the time of registration, student should pay **AED 2,000/-** towards Caution Deposit along with the hostel fee. The hostel Caution Deposit is refundable as per the rules and regulations of the Institute.
7. The payment could be made through cash at the cash counter, or in the form of cheque, DD / TT. In case of cheque / DD / TT, payment should be made in favour of BITS Pilani FZ LLC, Dubai. Students should pay hostel fee of AED 15,000/- for the first semester as per the following dates (Telex Transfer payment: 7<sup>th</sup> Aug 2020. Cheque/DD Payment 9<sup>th</sup> Aug 2020, Cash Payment: 14<sup>th</sup> Aug 2020. Students should pay the second instalment hostel fee of AED 15,000/-for the second semester on or before the date of registration for the second semester.
8. Students are required to pay annually a Facility Fee of **AED 750/-\*** along with the first instalment hostel fee payment every academic year.
9. Students who wish to keep their own refrigerator in their rooms can do so with prior approval of Chief Warden by paying **AED 800/-\*** per academic year towards electricity charges along with the first instalment hostel fee. Keeping and using other electrical appliances like microwave oven, TV, vacuum cleaner, hot plates, induction/electric cooker etc. in the room are strictly prohibited, and will be confiscated if found in the room, regardless of whether it is used or not.
10. Laundromat services are provided to the students for washing and drying their clothes. All Students are required to pay per semester **AED 100/-\*** along with the hostel fee payment every semester.
11. In case of any disciplinary action against a student, depending on the gravity of the case, the Institute reserves the right to ask the student to vacate the hostel. The hostel fee payment made for the academic year will not be refunded. Further, In case a student vacates in between the semester the hostel fee refund will be as per institute policy.
12. Hostel students are not allowed to permit day scholars/outside to stay in their rooms, failing which both the hostel student and day scholar would each be fined AED 150 per day.
13. Students are solely responsible for their personal belongings in the hostel. The students are requested to keep their belongings under Lock and Key. They are advised not to keep valuable things with them in the hostel. The Institute will not be responsible for any theft, loss or damage to the personal belongings of the students.
14. Students shall observe all safety precautions. The Institute is not liable for any accident of whatever nature either in the Institute, Hostels, Workshop, Laboratories, and Playgrounds or outside.
15. Food provided in the hostel Mess is strictly for the hostel students. Without prior permission from Chief Warden, no outsiders will be allowed to take food in the hostel Mess. Students are also not allowed to take the Mess food outside the dining hall. In case a student is not well he/she will have to inform the hostel manager so that their food requirement is taken care of.
16. Students are allowed to have visitors between 5.00 P.M to 7.00 P.M. on weekdays and 9.00 A.M. to 7.00 P.M. on weekends and holidays. Visitors must obtain permission from the Hostel Warden before meeting the student. Visitors can meet the students during the prescribed time schedule as mentioned above in the reception area only.
17. All students should return to the Campus by 10.30 pm positively, in case they go out. The girl students should be inside the hostel by 11 pm.
18. Students are not allowed to go outside the institute between 10.00 PM to 6.00 AM.

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19. Students who wish to stay outside the hostel during weekends or holidays have to fill a "GATE PASS" which will be available at Hostel reception. The duly filled Gate Pass Form should be submitted to the Hostel Warden at least a day before the day of outing along with the consent letter from the parent or local guardian.
20. All hostels students would be required to fill the OUT REGISTER while leaving the hostel for more than a day/night and the IN REGISTER while entering the hostel. For boys the register will be kept in the hostel office (C-Block) and for girls the register will be kept at the G-Block reception.
21. Students are not allowed to stay in the hostel beyond three days after the last day of the comprehensive exam of first and second semesters & summer term.
22. If any student is required to reside in the hostel during the winter or summer break, they will have to get a consent letter from the parent and also appropriate written permission from the institute. The amount for the stay will have to be paid to the accounts and the receipt to be produced to the hostel manager. Such students will be charged additional hostel fee of AED 150/- per day. If any student is found staying in the hostel without proper permission, will have to pay fine apart from the AED 150/-
23. Students shall note that ragging is strictly prohibited in any form in the institute and in the hostels. Students found involved in ragging, will be dealt with severely including rustication from the Institute.
24. Students should not verbally or physically harm anybody. If any student is found using abusive language or misbehaving with other students, faculty, hostel authorities and staff, strict action will be taken against the student according to the rules and regulations.
25. Smoking, drinking alcoholic beverages, use of banned drugs and pomographic materials are totally prohibited in the hostel. If any student is suspected of or found possessing, facilitating and/or using the above mentioned materials would be liable for strict disciplinary actions as per rules and regulations of the Institute including rustication from the hostel/institute. The wardens / authorized staff of hostels shall have unlimited access to student's possessions to check the presence of any suspicious material in this regard.
26. Tampering with leave permits, scaling the institute walls to enter or exit the premises, misbehaviour in public, misbehaviour of sexual nature, identity theft and impersonation, misuse of cyberspace will lead to disciplinary action.
27. Boys are not allowed to visit the Girls hostel and vice versa. It is a serious offence and will lead to expulsion of the student from the institute.
28. No pet animals are allowed inside the hostel.
29. Hostel Students can have a Car with prior approval from Chief Warden. They should furnish their car registration numbers to the Chief Warden. All cars should be parked at designated areas for parking and not near the hostel blocks.
30. Students should protect the property of hostels. If any student is found responsible for damaging / misusing hostel block rooms, mess and equipment including TV, Washing Machine, Refrigerator, Furniture, Gym equipment's, A/C panel, A/C regulator, Bathroom pipes, Switches, Switch Board, Lift, and any moveable or immovable items, he/she will face suitable disciplinary action. Besides, the student will bear the cost of repair / replacement of the equipment. The cost of the damage or replacement will be recovered from the hostel caution deposit paid by the student. If the cost of repair / replacement is more than the caution deposit amount, then the student will have to pay for the same in order to meet the full cost of the repair / replacement. If the damage is caused by a group, then the loss towards the damages or replacement would be shared by the students involved.
31. The hostels are monitored with CCTV. If any student is found violating the rules and regulations of this contract will be fined and (or) suspended and (or) terminated from the hostel as well as from the Institute.

I have read, understood and accept the contents of this contract. I hereby undertake that I will abide by the above terms & conditions and the rules and regulations set by the Institution for hostels from time to time. In the event of any violation of the contract I understand that I will be liable for disciplinary action as per the rules of the Institution.

**Name of Student :**

**Signature :**

**Date :**

**(\*VAT will be charged as per the UAE law)**