



# MIDNAPORE COLLEGE

(AUTONOMOUS)

## BOYS' HOSTEL

### PROSPECTUS

2017 - 2018

MIDNAPORE - 721 101

# MIDNAPORE COLLEGE BOYS' HOSTEL

Midnapore College (Estd.: 1873) is now one of the premier educational institutions of West Bengal and only Autonomous College under Vidyasagar University. For the benefit of students the college has both Boys' & Girls' Hostels. Boys' Hostel started its journey in the year 1960. It is very adjacent to the college campus with enough space and healthy environment. There are two buildings within Boys' Hostel campus, one for under graduate students and another for postgraduate students. Total seat capacity is 78. In UG building there are 22 rooms, 21 rooms for boarding purpose and 1 room used as common room. In PG building there are 5 rooms for boarding purpose. Every room is equipped with sufficient light and fans. Three boarders are accommodated in a room. The hostel has a spacious hall for special study, two guest rooms and one sick room. The hostel also has well equipped kitchen and spacious dining hall.

## HOSTEL COMMITTEE

Both Boys' & Girls' Hostels are supervised by this Committee. The Hostel Committee comprises the following members to see the overall development and discipline of the hostels:

**Chairman : Dr. Gopal Chandra Bera**

Principal, Midnapore College (Autonomous)

**Secretary : Dr. Chandrima Chakraborty**

Superintendent, Girls' Hostel, Midnapore College

**Members :**

1. Dr. Avijit Dutta, Superintendent, Boys' Hostel
2. Prof. Sudhindranath Bag, Governing Body Nominee
3. Prof. Dilip Kumar Bhattacharya, Bursar
4. Mr. Asoke Kumar Kundu, Head Clerk
5. Mr. Utpal Acharya, Head Clerk
6. Mr. Gurupada De, Staff Representative, Boys' Hostel
7. Mr. Khokan Shit, Staff Representative, Girls' Hostel
8. Two Boarder's Representative, Girls' Hostel (Will be selected for coming session)
9. Two Boarder's Representative, Boys' Hostel (Will be selected for coming session)

## **ANTI RAGGING COMMITTEE**

In pursuance of the Ref. No.: VU/IC/267/2007 dt. 07.11.2007 from the office of Inspector of Colleges, Vidyasagar University, a follow up action in respect of Anti Ragging Committee is functioning under the leadership of the Principal to comply to the recommendation of the Raghavan Committee as a means of Prevention of ragging in all the educational institutions of the country. The committee as per resolution adopted in meeting held on 15.05.2017 in the office of the Principal has been formed in the following structure.

<b>Designation</b>	<b>Name</b>	<b>Ph. No.</b>
Principal, Midnapore College	Dr. Gopal Chandra Bera	03222-275847
Superintendent, Boys' Hostel	Dr. Avijit Dutta	9474760116
Superintendent, Girls' Hostel	Dr. Chandrima Chakraborty	9434801471
Governing Body Nominee	Prof. S.N. Bag	9933605018
Teaching Staff Representative	Prof. Dilip Bhattacharya	9474375832
Non-Teaching Staff Representative	Mr. Ashok Kundu	9434020205
Warden, Girls' Hostel	Ms. Anjali Maity	9564031584
Staff Representative, Boys' Hostel	Mr. Gurupada De	9609189101
Students Representative, Boys' Hostel	Mr. Pulak Sau	8348576593
Students Representative, Girls' Hostel	Ms. Priyanka Gayen	

## **SUPERINTENDENT**

Dr. Avijit Dutta, Librarian, Midnapore College (Autonomous)

## **HOSTEL STAFF**

<b>Sl. No.</b>	<b>Name</b>	<b>Designation</b>
1	Prasanta Acharya	Head Cook
2	Gurupada De	Asst. Cook
3	Lakshikanta Mana	Helper
4	Uday De	Helper
5	Rama Surya	Sweeper

## **FACILITIES**

1. Spacious Hostel campus.
2. Separate building for UG and PG students.
3. Peaceful and serene atmosphere.
4. Very adjacent to the college campus.
5. 3 Boarders in a room.
6. Spacious dining hall.
7. Spacious hall for special study.
8. Guest room.
9. Sick room for ill boarders.
10. Large Play ground.
11. Sufficient Lights and Fans.
12. Sufficient bathrooms and toilets.
13. Spacious cycle stand.
14. Hostel superintendent's quarter within the hostel campus.
15. Pure water through water purifier.
16. Round the clock water supply through own submersible pump.
17. Indoor and outdoor games (Cricket, Football, Volleyball, Carom etc.).
18. Television for entertainment.
19. News paper and Magazine at common room.

## **ADMISSION PROCEDURE**

1. Application for admission to the College Hostel is to be made in prescribed form. Form and prospectus are available at the college against the production of college admission receipt and requisite fees.
2. Applications for admission to the College Hostel are to be considered by the Hostel Committee. Only the selected candidates will be admitted according to availability of seats.
3. Merit based marks of Higher Secondary or equivalent examination and the matter of distance of student's residence from Midnapore will be considered for selection.
4. Allotment of seats in the Boys' Hostel will be entirely at the discretion of the Hostel Committee. In any circumstances Superintendent may change the seat/room without assigning any reason to the Boarders.

5. The admission is for one academic session only, that is, from July to June of the year. Students have to be admitted fresh in the next session.
6. Students of 2<sup>nd</sup> and 3<sup>rd</sup> year classes (i.e. 3<sup>rd</sup> Sem. and 5<sup>th</sup> Sem.) will have to take admission in July.
7. Session charge will have to be paid during admission for each session.

## **COPY OF DOCUMENTS TO BE SUBMITTED WITH THE APPLICATION FORM**

1. Admit card / Certificate of Madhyamik / Equivalent Exam.
2. Mark sheet of H.S. for UG and BA(H)/BSc(H) for PG.
3. Residential certificate / Any address proof.
4. Certificate of SC/ST/OBC or PH category (if any).
5. College admission receipt.
6. 1 passport size colour photograph.

## **HOSTEL RULES**

1. Ragging is strictly prohibited. Boarders accused to be involved in ragging will be immediately rusticated from hostel.
2. Any problem of the boarders should be reported to the superintendent / G.B. nominee immediately.
3. After admission the boarders must report to the Superintendent within 7 days from the date of commencement of class, otherwise seats will be declared vacant.
4. The guardian should give a written statement to the superintendent whether his/her respective ward has any chronic disease or not. Any boarder suffering from any disease must report to the superintendent.
5. No unsuccessful candidate in any University/College examination will be allowed to continue as boarder of the hostel for the next semester.
6. No boarder will be allowed to stay at the college hostel during the Puja Holidays or long vacations.
7. Superintendent, Hostel staff and the College authorities may visit boarder's room at any time.

8. Boarder must use the bathrooms and toilets in proper way. The wastes are to be preserved in the baskets / dustbins.
9. Water and electricity must not be wasted in any way.
10. All lights/fans must be switched off when the occupants leave the rooms. On violation of this, a lump sum fine will be imposed on the occupants of the room.
11. All boarders must adjust themselves with others and also according to the prescribed routine of the hostel. They will have to maintain simple standard of living in the hostel and must be regular and punctual in all matters.
12. It will be treated as serious offence if a boarder is found absent in the classes but present in the hostel unless he is physically unfit.
13. The boarders must abide by the rules and regulations of the college and participate in the corporate life of the institutions. They must be respectful to the superiors and affectionate to the juniors.
14. Misconduct with the neighbours / outsiders will invite fine and/or expulsion from Hostel/College.
15. Boarders are to pay up seat rent, electric and other charges for the whole semester. All fees for the session are to be cleared before form fill up of Semester examination.
16. All hostel fees are to be deposited at the college cash counter.
17. Cash deposit receipts are to be shown to the superintendent / warden for official record.
18. Hostel monthly charge (e.g. Seat rent, Electric charge and any other charges) are to be deposited within 25<sup>th</sup> day of each month. Defaulters will have to pay a fine of Rs. 50/- for each month.
19. Session charges of 2<sup>nd</sup> and 3<sup>rd</sup> Year boarders (i.e. 3<sup>rd</sup> Sem. and 5<sup>th</sup> Sem.) are to be deposited within 10<sup>th</sup> day of July each year. Defaulter's boardership may be cancelled from the Hostel and seats may be declared vacant.
20. Hostel fees structure may be revised / changed if required. None of the fees is refundable except caution money.
21. If any boarder remains absent for more than 3 months, or seat rent and electric charges are due for more than 3 months, his boardership may be cancelled from the Hostel and seats may be declared vacant.
22. Any boarder, if he wants to leave the hostel, will have to pay up all the hostel dues & seek prior permission of the superintendent at least one month before.
23. A boarder leaving the hostel in the midst of the session shall take necessary clearance from the college office and superintendent of the hostel. A 1<sup>st</sup> year boarder leaving the hostel as well as the college within one month of admission, no extra fees will be

charged and none of the fees will be refunded except caution money. In case of student continues the college but leaves the hostel he will be charged with the hostel monthly fees (except food charge) for remaining period of the semester.

24. Boarders of 6<sup>th</sup> Semester examination (for UG students) and 4<sup>th</sup> Semester examination (for PG students) will be treated as regular boarders only up to the completion of their semester final examination.
25. No meeting shall be held within the hostel premises without permission of the Superintendent.
26. Any type of campaigning is strictly prohibited inside the Hostel Campus.
27. No visitor will be allowed during the study hours (i.e. from 6 a.m. to 9 a.m. & from 6 p.m. to 10 p.m.).
28. No female visitor will be allowed to enter the hostel without permission of the superintendent.
29. No furniture shall be removed from one place to another without permission of the superintendent.
30. No boarder will be allowed to use the electrical equipments and applications, viz. Heater, Radio, Tape-Recorder, Iron, CD/DVD Player/I-Pod, and Computer.
31. Walls of the rooms, verandah etc. should be kept neat and clean for all times, otherwise, boarders will be held responsible for cleaning it up and be fined.
32. The cost of bleaching powder, bulbs etc. will be incurred from the messing expenses.
33. Two Hostel Committee members will be elected every year. Each member of the Hostel committee will take responsibility to run the hostel smoothly.
34. If any boarder is expelled from the Hostel for any breach of rules, he may be expelled from the college also, without assigning any reason to the boarder.
35. All matters related to internal discipline will be decided by the superintendent in consultation with the Principal of the college.
36. Cases of infringement of rules and defiance of the order of the authorities shall be dealt with severely by the superintendent.
37. Boarders found guilty of violation of hostel rules or gross misconduct shall be liable to disciplinary action including expulsion from the Hostel/ College.
38. College authority reserves the right to modify any rule or rules if situation demands. The authority may impose any new rules at any time for discipline, decorum & decency.

## **MESS MANAGEMENT**

1. Messing will be run by the boarders. Two elected hostel committee members and the superintendent will constitute MESS COMMITTEE for a session. The Superintendent of the Hostel shall be the Ex-officio President of the mess committee.
2. The members of the mess committee will elect manager for every month. Mess manager will run the mess under the guidance and supervision of the hostel superintendent. Every boarder is responsible for going to market as and when needed.
3. Messing charges must be paid within the fixed date. Name of the boarders not paying messing charges for more than one month will be struck off from the register and their seats will be declared vacant. Their dues will be recovered through the college administration.
4. Boarders should bring their plate, glass, bedding etc. with them.
5. The mess manager shall submit mess accounts before a committee formed by the mess committee.
6. Only two principal meals will be provided by the mess. None will be allowed to take meals from outside hostel.
7. Boarders shall not be allowed to keep any guest in the hostel. In exceptional circumstances, the superintendent may allow a boarder to keep a guest on payment of usual guest charge. None but the guardian will deserve such permission.
8. Lunch will be served from 10 a.m. to 1 p.m. and dinner from 9 p.m. to 10.30 p.m. Meals must be taken within the specified hours.
9. Boarders shall take meals in the dining hall only.
10. Grumbling in the Dining Hall is strictly prohibited. The boarders must not enter in the kitchen and will not cook any food without the permission of the cook.
11. A guest register shall be kept in the hostel. Boarders will have to record the name of the guest in the register.
12. The main gate will be closed at 11 p.m.
13. Any problem of the boarder shall be reported to the superintendent immediately.

