MALLA REDDY VISHWAVIDYAPEETH
(DEEMED TO BE UNIVERSITY)

Recognised Under Section 3 of The UGC Act, 1956, Vide Notification No.9-4/2024-U.3(A) by Department of Higher Education, Ministry of Education, Government of India.

Ref. No: MRV/Policies/033 **Date: 05.10.2026**

NOTIFICATION

In pursuance of the resolution passed by the Executive Council at its meeting held on 03/10/2026 **vide Resolution No. EC-08-07 as adopted on 3rd October 2026**.

It is hereby notified for the information of all concerned that **Malla Reddy Vishwavidyapeeth** has published the **"Hostel Policy"** for information to all concerned. The **Hostel Policy Document** mainly comprises the following parts:

- **Admission, Allotment of Rooms and Hostel Administration**
- **Code of Conduct and Prohibited Activities**
- **Anti-Ragging Measures in the Hostels**
- **Hostel Timings, Attendance, Leave and Movement**
- **Safety, Security, Room Care and Mess Rules**
- **Visitors' Policy and Medical & Emergency Services**
- **Vacating Procedure, Disciplinary Action and Amendments**

The **Hostel Policy Document** will serve as detailed rules and regulations for all hostel residents, their parents / guardians and the hostel staff. It will come into force with immediate effect.

Registrar

MALLA REDDY VISHWAVIDYAPEETH Suraram Hyderabad (Deemed to be University)

Copy to

1. Hon'ble Chancellor, Malla Reddy Vishwavidyapeeth
2. Hon'ble Vice Chancellor, Malla Reddy Vishwavidyapeeth
3. Pro Vice Chancellor, Academics & Accreditation, Malla Reddy Vishwavidyapeeth
4. Pro Vice Chancellor, MRTC, Malla Reddy Vishwavidyapeeth
5. Deans/ Principals/ Directors/ of all Constituent Colleges/Schools of Eminence, Malla Reddy Vishwavidyapeeth
6. Director (Facilities), Malla Reddy Vishwavidyapeeth
7. Chief Wardens/ Wardens/ Accommodation Manager, Malla Reddy Vishwavidyapeeth
8. Chief Security Officer, Malla Reddy Vishwavidyapeeth
9. Finance Officer, Malla Reddy Vishwavidyapeeth
10. IQAC Coordinator, Malla Reddy Vishwavidyapeeth
11. Web master for uploading on the Malla Reddy Vishwavidyapeeth Website.

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MRV HOSTEL POLICY

HOSTEL POLICY

Rules and Regulations for Hostel Residents

1. Purpose and Scope

The hostels of Malla Reddy Vishwavidyapeeth (Deemed to be University) aim to provide a safe, inclusive and academically enriching environment that supports students from diverse backgrounds. All residents are expected to uphold the dignity and values of the University through responsible behavior, mutual respect and strict adherence to these rules and regulations.

This policy applies to all students residing in the University hostels and to their parents, guardians and visitors while on hostel premises.

2. Admission and Allotment

2.1 Eligibility and Procedure

(a) Hostel accommodation is provided only to bonafide full-time students of the University, subject to room availability, University norms and the discretion of the University Hostel Committee. Admission to the hostel is not a guaranteed right.

(b) Preference of providing Hostel accommodation will be given to students coming from outside Hyderabad.

(c) Admission is made through the Admin Office (Hostel section)on submission of the required forms and proof of admission to the University.

2.2 Allotment of Rooms

(a) Vacancy position of the rooms will be intimated by the Accommodation Manager to Admin Office (Hostel section of the College) of each institution.

(b) Rooms are allotted on a first-come, first-served basis upon full remittance of fees

(c) Change of room is not permitted without prior written approval from the Warden.

(d) Rooms shall not be sublet or shared with outsiders or day scholars.

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2.3 Duration of Stay

(a) Hostel accommodation is co-terminus with the academic programme in which the student is enrolled.

(b) Students must vacate the hostel immediately after the completion of their final examinations or upon withdrawal from the University.

(c) Overstaying will attract fines as decided by the Warden / Hostel Committee.

3. Hostel Administration

3.1 Administrative Structure

(a) Dean of the Institution is the Chief Warden and Legal Guardian.

(b) Senior Faculty of the Institution are appointed as Wardens and Mentors for the Hostellers.

(c) Care takers will make regular rounds of the Hostels during their working hours.Each hostel is supervised by the Care taker / Staff In-charge under the guidance of the Accommodation Manager and Warden.

(d) Wardens are responsible for the discipline, maintenance and overall welfare of residents.

(e) All correspondence regarding hostel-related issues should be addressed to the Accommodation Manager and the Director (Facilities).

(f) Disciplinary action against hostellers is initiated by the Dean of that Institution.

3.2 Inspections and Supervision

(a) Wardens / hostel committee members may conduct surprise inspections at any time.

(b) Students must cooperate during inspections and maintain proper conduct.

4. Code of Conduct

Residents of the hostels are expected to adhere to the following code of conduct:

(a) Residents should uphold the spirit of academic pursuit and contribute to a positive and peaceful environment.

(b) Students are ambassadors of the University and must display responsible behaviour both within and outside the campus.

(c) Students must maintain discipline and decorum. **Students must be courteous towards wardens, hostel staff and fellow residents at all times. Shouting, abusive language or disruptive behaviour will not be tolerated.**

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(d) All matters of indiscipline shall be reported by the Warden to the Dean, and the Dean will decide on the disciplinary action to be taken.

(e) Male students are not permitted in the girls' hostel, and female students are not permitted in the boys' hostel.

(f) Sleeveless, low-neck and above-knee attire is strictly prohibited in common spaces such as the libraries(including central library & institutional library),mess, study areas, recreation halls, playgrounds, the open-air theatre and other premises of the colleges and hospitals. Non-compliance will invite strict disciplinary action.

(g) Students must carry their valid University ID cards at all times and produce them when asked by hostel authorities or security personnel.

(h) Students must not lend or duplicate room keys.

(i) Students are strictly prohibited from **bunking classes and loitering in parking areas or other unauthorised locations** during college hours.

(j) Participation in University and hostel activities that promote cultural, social and physical well-being is encouraged.

5. Prohibited Activities

The following activities are strictly prohibited in the hostels and on University premises:

(a) Ragging, sexual harassment, bullying or any form of violence. Strict disciplinary and legal action will be taken against offenders.

(b) Consumption or possession of alcohol, drugs, tobacco or any other intoxicants. The hostel is a strictly **smoking-free, alcohol-free and drug-free zone**

(c) Gambling, political campaigning or holding unauthorized meetings.

(d) Tampering with security systems, fire alarms or surveillance cameras.

(e) Cooking in rooms, tampering with electrical fittings and using unauthorized electrical appliances is not permitted.

Use of iron boxes, electric heaters, induction stoves, coolers is allowed with the written permission and necessary payment by the Head of the Institution.

Unauthorized use of these electrical appliances invites disciplinary action.

(f) Damaging hostel property, or writing on or defacing walls and furniture will result in fines or disciplinary action against all occupants of the room concerned

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(g) Entry or stay of day scholars within the hostel premises, except where specifically authorized by the Dean/ Warden.

6. Anti-Ragging Policy

6.1 Zero-Tolerance Campus

Malla Reddy Vishwavidyapeeth follows a strict zero-tolerance policy towards ragging. Any student found guilty of participating in or abetting ragging will face immediate expulsion and legal prosecution under the applicable anti-ragging laws and the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009.

6.2 Definition of Ragging

As per the University Grants Commission (UGC), ragging includes any physical, verbal or psychological act that causes discomfort, humiliation or fear in another student.

6.3 Reporting and Redressal

(a) Students must report incidents of ragging immediately to the Warden or the Chief Warden.

(b) Complaints may also be filed through the channels listed below:

University Anti-Ragging Portal	**https://mrvv.edu.in/anti-ragging**
National Anti-Ragging Helpline (24×7, Toll-Free)	**1800-180-5522**
Email	**helpline@antiragging.in**

6.4 Penalties for Ragging

(a) Suspension or expulsion from the hostel and the University.

(b) Registration of an FIR under the relevant provisions of the Bharatiya Nyaya Sanhita, 2023 (formerly the Indian Penal Code).

(c) Debarment from academic privileges and scholarships.

7. Hostel Timings, Attendance and Movement

7.1 Key Timings at a Glance

Activity	Time
Morning attendance (residents in hostel during college hours)	**9:00 a.m.**
Return to hostel from college (regular college days)	**By 5:00 p.m.**
Visiting hours for parents / guardians	**4:00 p.m. – 7:00 p.m.**
Last time for online food orders (Swiggy, Zomato, etc.)	**9:00 p.m.**
Campus food stalls (eateries) for hostellers	**Up to 9:30 p.m.**
Hostel entry / exit closes; no movement outside hostel	**10:00 p.m.**
Quiet hours	**10:00 p.m. – 6:00 a.m.**

7.2 Timings

(a) Students must return to the hostel from college by 5:00 p.m. on regular college days.

(b) Students will not be permitted to enter or leave the hostel after 10:00 p.m. Roaming outside the hostel premises after 10:00 p.m. is strictly prohibited.

(c) Hostellers may visit the campus food stalls (eateries) only up to 9:30 p.m.

(d) Quiet hours must be observed from 10:00 p.m. to 6:00 a.m.

7.3 Attendance

(a) Attendance will be taken every night by the Care taker or designated staff. **Students are expected to be in their rooms and to cooperate with the caretakers during attendance.** Absentees without permission will face disciplinary action.

(b) No student should remain in the hostel during college hours unless it is unavoidable due to illness or another valid reason, with prior permission by respective warden. Attendance will be taken at 9:00 a.m. daily.

7.4 Leave, Outing and Night-Out

(a) The Warden must be informed in writing before a student leaves the hostel.

(b) Students leaving for their home towns **must obtain written permission from the Warden well in advance**, after video call approval from the parent / guardian through

the phone number registered with the office, and must enter the departure and return dates in the hostel register.

(c) Students leaving the campus for an **outing** must record the place where they are going, exit and return timings in the IN and OUT Register and should return at the stipulated time. Not more than 4 hours outing is permitted on any day including Sundays and Public Holidays.

(d) Night-out permission must be obtained in writing from the Warden, with thevideo call consent of the parent / guardian.

(e) For visits to the library, Library Forms (Central Library) and Library Slips (College Library) must be filled in with the IN and OUT timings and signed by the caretaker and the Librarian (with stamp). Library timings will be notified by the Dean as and when required.

8. Safety and Security

(a) All entries and exits will be recorded through flap barriers and boom barriers for real-time monitoring.

(b) Security personnel will conduct regular campus patrols with proper security equipment, including a lathi, whistle and breathanalyser. Security personnel may also conduct rounds **in civilian clothes (mufti).**

(c) Wherever considered necessary for safety and security, inspections may be conducted with the assistance of **trained K9 / sniffer dogs**, in accordance with applicable institutional procedures.

(d) Authorized security personnel may conduct frisking / personal security checks and inspect bags or belongings when there is a reasonable security concern or suspicion.

(e) Students are expected to cooperate fully with authorized hostel and security personnel during all such checks and inspections.

(f) Residents must immediately report any suspicious activity or emergency to the Warden or the Chief Security Officer.

(g) Students are responsible for keeping their valuables safely locked. The hostel management will not be responsible for any loss of personal belongings.

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9. Room Care and Maintenance

(a) Residents are responsible for the furniture, fittings and cleanliness of their rooms.

(b) No furniture, appliances or fixtures may be removed from the room.

(c) Students must keep their rooms, bathrooms, wash areas and surroundings clean and follow waste-segregation practices. Surprise inspections will be conducted regularly.

(d) Lights, fans and electronic devices must be switched off when leaving the room.

(e) Maintenance complaints and repair requirements must be reported to the hostel office / caretaker. The caretaker will arrange for the work to be carried out during college hours; students must hand over the room key to the caretaker before leaving for college / hospital.

(f) Students must cooperate and adjust with Hostel management when renovation work is taken up in their allotted room / building and accept the alternative accommodation provided.

(g) Any damage to property must be reported to the hostel office immediately. Damage to or misuse of common facilities will result in disciplinary action, and the cost of repairs will be recovered from the person(s) responsible.

10. Mess Rules

(a) All residents must dine only in the common dining hall / mess; **taking mess food to rooms is not allowed.**

(b) Mess timings must be strictly followed.

(c) Students must maintain hygiene in the dining halls and serving areas.

(d) Wastage of food, misuse of utensils or misbehaviour with mess staff will attract penalties.

(e) Littering or leaving plates and other utensils in unauthorised or common areas is strictly prohibited.

(f) Ordering food through Swiggy, Zomato or similar services is not allowed after 9:00 p.m.

(g) Feedback on food quality may be submitted through the hostel suggestions / complaints register.

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11. Community Living

(a) Cooperation, mutual respect and tolerance are essential for harmonious community living.

(b) Students are expected to cooperate with their roommates for a smooth stay in the hostel, and to keep shared bathrooms and wash areas clean after use.

(c) Noise levels must be kept low in rooms and common areas. Residents must avoid conduct that disturbs others, such as loud music, gatherings or verbal arguments.

(d) Common areas such as study rooms, lounges and TV rooms must be used responsibly.

12. Visitors' Policy

(a) Only parents or authorised guardians can visit students in the hostel.

(b) Visitor cards will be issued to authorized guardians (maximum five members), and the card must be produced by them at every visit.

(c) Visiting hours are from 4:00 p.m. to 7:00 p.m. Visits outside these hours are permitted only on Sundays and holidays, with prior permission.

(d) All visitors must register at the hostel office / reception. Meetings must take place only in the Visitors' Lounge.Entry of visitors into student rooms is prohibited.

(e) Caretakers should never permit hostellers to meet any visitor after 07:00 P.M. In an emergency caretaker can allow to make a video call in her presence. Noncompliance will lead to Disciplinary action on the caretaker.

(f) Overnight stay of authorised guardians is allowed only with the permission of the Dean / Warden.

13. Medical and Emergency Services

(a) Any chronic illness, allergy or special need must be informed to the Warden / caretakers at the time of admission.

(b) Emergency medical and ambulance facilities are available for residents.

(c) In case of sickness or any emergency, residents must immediately inform the Warden or the Chief Security Officer.

14. Parking Rules

(a) Students must park their vehicles only in the designated parking areas.

(b) Parking passes / stickers can be collected from the Chief Security Officer (CSO). Only vehicles with valid passes / stickers will be allowed into the hostel parking premises.

(c) Vehicles are parked at the owner's risk; the management is not responsible for any loss or damage.

15. Vacation and Vacating Procedure

15.1 During Vacations

(a) Students must hand over their room keys to the caretakers during vacations so that maintenance work can be carried out.

(b) Students must take care of their own valuables; the management is not responsible for any loss of belongings.

15.2 Vacating the Hostel

(a) Before leaving, residents must clear all dues and return the room keys and inventory.

(b) Rooms must be handed over to the hostel authorities in good condition.

(c) Damage to property, unpaid mess bills or an unreported exit may result in penalties and the withholding of certificates. Any damage will be charged to the resident.

16. Disciplinary Action

(a) Violation of hostel rules will result in a warning, fine, suspension or expulsion, depending on the severity of the offence.

(b) Hostellers who do not follow the rules or who indulge in indiscipline will be expelled and asked to vacate the hostel immediately, even in the middle of the academic year / course. **Hostel fees will not be refunded in such cases.**

(c) In all hostel matters, including action taken after a final warning, the decision of the Principal / Dean shall be final and binding.

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17. Amendments and Reallocation

(a) The management may amend these hostel rules whenever necessary, in consultation with the Dean.

(b) The management may change room allotments at any time during the academic year, depending on vacancy status, to accommodate new entrants.

Sd/-

Registrar

Malla Reddy Vishwavidyapeeth