

**THE HIMACHAL PRADESH NATIONAL LAW UNIVERSITY, GHANDAL,  
SHIMLA**

(Established under the Himachal Pradesh National Law University Act 16 of 2016)



**THE HIMACHAL PRADESH NATIONAL LAW  
UNIVERSITY HOSTEL AND DISCIPLINE  
REGULATIONS, 2019**

THESE HPNLU REGULATIONS FRAMED UNDER SECTION 35 OF  
THE HIMACHAL PRADESH NATIONAL LAW UNIVERSITY ACT 16 OF 2016

**(Passed by the Executive Council in its meeting held  
on 23<sup>rd</sup> October /2019) and approved by the Governing Council in its meeting held on 20<sup>th</sup>  
December 2019.**

*(Note: The contents of the document are subject to editing, addition/deletion for typo errors etc., and formatting.)*

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## **PART-I**

### **The Himachal Pradesh National Law University Hostel Regulations, 2019**

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## 1. Short Title, Extent and Commencement

- 1.1 These regulations may be called, the Himachal Pradesh National Law University Hostel Regulations, 2019.
- 1.2 These Regulations shall come into force *w.e.f.* 25<sup>th</sup> December, 2019.
- 1.3 These regulations shall be applicable to all residents of Hostels of HPNLU Shimla.
- 1.4 For effective implementation of these regulations various committees may be created by the Vice-Chancellor from time to time.

## 2. Hostel Administration

- 2.1 **Dean Students Welfare:** There shall be a Dean Students Welfare who shall be appointed by the Vice Chancellor.
  - 2.1.1 The Dean Students Welfare shall be responsible for the hostel administration and all issues pertaining to the residents in the hostels.
  - 2.1.2 The Dean Students Welfare shall also be responsible for the discipline issues in the University Campus.
  - 2.1.3 The office of the Dean Students Welfare shall have staff including superintendent, clerk, steno typist, caretakers and a peon and shall be under general regulation of the University.
- 2.2 **Warden:** There shall be a warden appointed by the Vice-Chancellor for each hostel of the University. The Vice Chancellor may give additional charge of warden to any faculty member. However, the Dean Students Welfare, with the approval of the Vice Chancellor, may give charge of more than one hostel to the warden.
  - 2.2.1 The Warden shall perform his/her duties in consultation with the Dean Students Welfare.
  - 2.2.2 The office of the warden shall have staff, including clerks, attendants, security guards etc., and shall be under general regulation of the University.
- 2.3 The Dean Students Welfare and Wardens shall be paid such honorarium as decided by the Vice-Chancellor from time to time.

## 3. Admission:

- 3.1 Students who have joined a regular course of B.A/B.B.A LL. B., LL. M. and Ph. D. in the University shall be eligible for hostel accommodation for the duration of his/her course. The University shall have discretion to allot the Hostel accommodation to a particular student or a group of students based on the parameters of suitability and need, in the broader interest of the academic environment of the campus. The admission to the hostel shall be made on the filling of the prescribed form along with the following documents:
- a. photocopy of the fee receipt,
  - b. medical disclosures/records specifically mentioning blood group, any serious disease and any specific allergies.
  - c.
- 3.2 The University may use its discretion judiciously as per the availability of rooms based on proportionality of students.
- 3.2.1 Allotment of the rooms generally shall be made on sharing basis for B.A/B.B.A LL. B. students.
- 3.2.2 LL.M. and Ph. D. students may be provided single room accommodation subject to the availability of rooms.
- 3.2.3 Fresh room allocation will be made in the beginning of each academic year and each resident of the hostel shall vacate the hostel at the end of each Academic Session.
- 3.3 the students shall be allotted rooms by the Dean Students Welfare in consultation with the wardens.
- 3.3.1 The Students shall occupy the respective rooms allotted to them. The Rooms once allotted to the students for an academic year shall not be changed except under exceptional situations. Under no circumstances the inmates shall exchange rooms without the permission of the warden.
- 3.3.2 In exigencies, the Warden in consultation with Registrar, may shift inmates from one room to another.
- 3.4 Those students, who have been suspended, expelled or rusticated for any reason by the University, shall have to vacate the hostel and may not be considered for hostel admission for subsequent session(s).
- 3.5 It shall be the responsibility of the warden to remove unauthorized occupant from the Hostel on the approval of the Dean Students Welfare.

#### **4. Residence:**

- 4.1 The Hostel/s shall remain closed during the vacations as specified in the Academic Calendar of the University. The Residents shall not be allowed to stay in the hostel during that period.
- 4.2 The Residents shall not remain absent from the hostels except in case of academic leave or other leave with prior permission of the competent

authority. Any resident who is going to represent the University in any external event shall submit a copy of Academic Leave granted for the same to the office of the warden.

- 4.3 Entry time for the residents is 9.30 p.m. Parents/Local Guardians can meet them during visiting hours prescribed by the University at the visitor Room
  - 4.3.1 Parents/Local Guardians can meet their wards during visiting hours prescribed by the University in the visitor Room.
  - 4.3.2 The visitors shall not be allowed go beyond the visitor's room.
- 4.4 Every resident of the hostel shall make an entry, while leaving and returning to the hostel, in the prescribed form. The resident shall take prior permission from the warden if he/she has to stay out of the hostel after 9.30 p.m. for some unavoidable reasons.
  - 4.4.1 The resident shall make proper entry in the Entry-Exit Register.
- 4.5 The residents while going Home or Local Guardian's place or other place shall seek prior permission from the warden on the prescribed leave form of the University.
  - 4.5.1 In case warden is not satisfied with the reason, then approval of the Dean, Students Welfare shall be required. Such approval shall be obtained on the prescribed leave form of the University.
    - 4.5.2 The student's copy of the permission slip must be shown to the guard before leaving for home or Local Guardian's place.
    - 4.5.3 It is compulsory for every resident to submit the student's copy of the permission slip duly signed by parents/Local Guardian's on returning from home or Local Guardian's place.
    - 4.5.4 If the resident's stay at home or at Local Guardian's place exceeds the time duration that is mentioned in the permission slip, the parents or guardian shall inform the warden in this regard through letter duly signed.
- 4.6 The resident shall not remain in the hostel during class hours except with prior permission of the Warden and, that too, on the justified grounds.
- 4.7 The change of address or phone/mobile no of the parents or Local Guardian shall be immediately communicated to the warden in writing by the parents. Residents shall submit their cell phone number in the hostel office and inform the warden in case of any change in the number.
- 4.8 Residents shall ensure that their rooms are locked properly before they leave.
  - 4.8.1 The resident shall deposit the duplicate keys of the room in the hostel office.

- 4.8.2 The Residents desirous of keeping expensive items, shall do so at their own risk and the University shall not be responsible.
- 4.9 In case of any complaint regarding the fittings or repairing in the room, the resident is required to leave his/her keys of the room with the guard in order to get the work done.
- 4.10 The Residents shall avoid littering, use dustbins and maintain hygiene.
- 4.11 The occupants of the room shall be responsible for the maintenance of the furniture and fixtures of his/her room. No furniture shall be removed in the hostel from one place to another without the prior permission of the Warden. He/She shall hand over the charge of the articles to the warden at the end of each Academic Session.
- 4.12 A resident may be provided the vehicle of the University only on medical grounds. All the medical expenses except first aid shall be borne by the resident himself/herself.
- 4.13 The Residents shall not create any nuisance for other residents as well as to the general public.
- 4.13.1 The residents shall not indulge in mid night parties or gathering.
- 4.14 The resident of the hostel shall not possess/use any weapons, licensed or unlicensed.
- 4.15 The resident of the hostel shall not possess/use any prohibited drugs, liquor or cigarette/e-cigarettes and any other prohibited intoxicating substance.
- 4.16 The residents shall not keep any two/four-wheeler in the hostel campus.
- 4.17 The residents shall not use electrical appliances other than the one permitted by the University. Any resident found in violation of this regulation shall be subject to disciplinary action.
- 4.18 The Residents shall not cook food in the hostel premise/rooms.

## **5. Hostel Mess:**

- 5.1 All residents shall accept the responsibility of the membership of the Mess Committee by rotation.
- 5.2 It shall be compulsory for every resident to take their meals in the hostel.
- 5.3 The Residents shall take their meal in the dining hall of the mess. Mess crockery/utencils shall not be taken outside of the mess. However, the meals may be served in the room provided it is permitted by the warden.
- 5.3.1 Proper discipline, etiquette and manner of the Dining Table shall be maintained.
- 5.3.2 Residents are not permitted to enter into the Pantry, Cooking area unless specifically authorized by the competent authority.

## **6. Hostel Campus**

- 6.1** The residents shall stay in their respective rooms and shall avoid visiting the rooms of other fellow residents after the prescribed timing unless it is necessary for academic purposes and that too with the prior permission of Warden.
- 6.2** The Main Gate of the Hostel shall be closed at 9.30 p.m. and entry of the residents shall be permitted after recording reasons of delay. The residents found without valid permission shall be dealt with as per the rules.
- 6.3** The Residents are required to take care of the University property and articles issued to them by the University for *bonafide* use. Any damage/loss of the property shall be borne by the concerned resident in addition to the disciplinary action as per the merit of the case.

## **7. Visitors**

- 7.1** The Residents shall inform about the visiting hours to their parents, friends so that visit of the guest/s inside the Campus can be facilitated.
- 7.2** Entry of the female visitor/s into male hostel/s and vice versa without the permission of warden shall be prohibited. Close relative may visit the hostel only after informing the warden for short period during the day that to the visitors' Lobby rather than the resident's room.

## **8. Disciplinary control:**

Every resident of the hostel shall be subject to the disciplinary control and jurisdiction of the authorities as provided in the Himachal Pradesh National Law University Discipline among Students/Residents Regulations 2019.

## **9. Power of Inquiry from Residents and Search & Seizure:**

- 9.1** The Dean Students Welfare or Warden or any authorized person of the University shall have the power to demand from the residents their identity cards and such other information as may be required.
- 9.2** the Dean Students Welfare or Warden or any authorized person of the University shall have the authority of search and seizure of any material which is prohibited according to the Himachal Pradesh National Law University Discipline among Students/Residents Regulations 2019 with reference to the residents and their rooms.



## **PART-II**

### **The HPNLU Discipline Among Students/Residents Regulations, 2019**

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## 1. Short Title, Extent, Commencement, Scope and Application

- (1) These regulations may be called, the HPNLU Discipline Among Students/Residents Regulations, 2019.
- (2) These Regulations shall be applicable to all the students/Residents of HPNLU on Roll in all the courses/Hostels.
- (3) These Regulations shall come into force *w.e.f.* 25<sup>th</sup> December, 2019.
- (4) All HPNLU students/residents are required to maintain good conduct, discipline and decency within and outside the University.
- (5) Any student/resident who commits breach of this regulation or act of any kind of indiscipline shall be liable to be punished under the HPNLU Regulations.

## 2. Indiscipline

Indiscipline is categorized according to the gravity of the act as under:

- (1) Indiscipline
- (2) Serious Indiscipline
- (3) Grave Indiscipline

3 The following acts are identified as acts of indiscipline in different categories:

(1) **Indiscipline:** Incidents of Indiscipline shall include the following:

- (i) causing disturbance in the classroom/hostels
- (ii) behavior with staff/employees of the University or contractors
- (iii) abusing/insulting the fellow students
- (iv) leaving campus/hostel without permission
- (v) reporting late at class/Hostel
- (vi) allowing any guest to stay in hostel room
- (vii) cooking meals in the hostel room
- (viii) changing room without the permission of the Warden
- (ix) using unauthorized electric gadgets in hostel rooms
- (x) organizing parties in the hostel rooms
- (xi) bringing vehicle at the University Campus without permission

(xii) any other act notified by the University from time to time

**2. Serious Indiscipline:** Incidents of Serious Indiscipline shall include the following:

- (i) behavior with Teacher /University authorities/warden
- (ii) use/bringing/supplying/possession prohibited drugs, liquor or cigarette/e-cigarettes and any other prohibited intoxicating substance at the Campus/hostel
- (iii) third incident of indiscipline in one academic session or fifth incident of indiscipline in the course.
- (iv) threatening/intimidating fellow students/ employees
- (v) vulgarity in any form
- (vi) damaging or defacing University property
- (vii) theft in hostel or at the Campus
- (ix) any other act notified by the University from time to time

**7. Grave Indiscipline:** Incidents of grave indiscipline shall include the following:

- (i) ragging in any form
- (ii) physical assault on any person in the campus/hostel
- (iii) indecent behavior of sexual nature in the campus/hostel (both consensual and non-consensual)
- (iv) any act of violence or moral turpitude that is an offence under any law in force in the country committed in or outside the campus
- (v) three repeated incidents of serious indiscipline shall be considered as grave indiscipline

**4. Punishments for Indiscipline**

Any student found guilty of indiscipline shall be liable for fine upto '5000 with or without community Service in the form of duty in the library/computer lab/ hostel/any office/working place of the University for a period up to one week.

**5. Punishment for Serious Indiscipline**

Any student found guilty of serious indiscipline shall be liable for fine up to '10000 with or without community service at the Library/Computer Lab/ Hostel/any office or other working place of the University up to two weeks.

**6. Punishment for Grave Indiscipline**

A student found guilty of grave indiscipline shall be-

liable to a fine as determined by the Vice-Chancellor

Or

debarred from examination with or without fine Or

rusticated from the University/Hostel.

Or, wherever, prescribed by the UGC from time to time.

Explanation:

- (i) Debarring of a student from examination may be for one or more papers in a semester/semesters or more than one semester.
- (ii) Rustication shall be construed as expulsion of the student from the University for all times.

#### 7. Procedure to deal with act of Indiscipline

- (1) On commission of an act of indiscipline the matter shall be reported by the Warden/Teacher/ Officer/Security men/other concerned person to the Dean Students Welfare.
- (2) The Dean Students Welfare shall hold an inquiry into the matter himself or through a Committee of the following:
  - (1) Warden/Teacher concerned
  - (2) Nominee of the Vice-Chancellor
- (3) The Dean Students Welfare/the above said fact finding Committee, as the case may be, shall give the opportunity of hearing to the concerned students and collect the relevant evidence. In case the enquiry is done by the Committee it shall on completion of the inquiry, submit the report to the Dean Students Welfare.
- (4) The Dean Students Welfare, if satisfied on enquiry by himself or with the findings of the Committee on guilt the Committee give an opportunity of hearing to the student on proposed punishment and may impose the appropriate punishment as per these Regulations.
- (5) For any grievance regarding disciplinary action under these provisions a student may make an application for review to the Registrar. The decision of the Registrar shall be final, for all matters of indiscipline.

#### 8. Procedure to deal with “Serious Indiscipline”

8. On commission of an act of serious indiscipline the Administrative Officer/ Warden/Teacher/Officer of the University shall report the matter to the Dean Students Welfare.
  - (2) The Dean Students Welfare shall conduct a preliminary inquiry and if satisfied that act of the student amounts to an act of serious indiscipline submit a report to the Vice-Chancellor through Registrar.
  - (3) The Vice-Chancellor may constitute a Committee that may comprise the following to inquire into any act of serious indiscipline:

1. Dean Students Welfare
  2. Administrative Officer, if any
  3. Warden/Senior Teacher to be nominated by the Vice-Chancellor
  - (4) (i) The fact-finding Committee shall give an opportunity to the concerned student to explain his/her position and shall also collect/record relevant evidence.
9. If the student is found guilty the Committee shall give an opportunity of hearing to the guilty student on nature and quantum of proposed punishment.
- (iii) After the hearing, the Committee shall make its recommendations to the Vice-Chancellor regarding guilt and also nature and quantum of the proposed punishment.
10. The Vice-Chancellor on perusal of the recommendations of the above said Committee and record may pass an appropriate order/ award punishment as prescribed by these regulations for indiscipline/ serious indiscipline. The decision of the Vice Chancellor shall be final.
- 9. Procedure to deal with acts of “Grave Indiscipline”**
- (1) On commission of an act of grave indiscipline the matter shall be immediately reported to the Vice-Chancellor by anyone having the information about the “grave indiscipline”.
  - (2) On the basis of the information/preliminary report, the Vice-Chancellor may pass an order of suspension of the student from classes or/and order vacation of hostel by the student involved in grave indiscipline.
  - (3) The Vice-Chancellor may constitute a Committee which may comprising the following to inquire into the matter:
    - (i) Registrar
    - (ii) Dean Students Welfare
    - (iii) Administrative Officer
    - (iv) A Senior Teacher
    - (v) Hostel Warden
  - (4) The Committee shall hold inquiry and collect relevant information/ evidence about the incident. The concerned student shall be given opportunity to explain his/her position.
  - (5) The Committee shall submit its report on the facts and circumstances of the case, as also its finding on the guilt of the student, to the Vice-Chancellor along with proposed nature and quantum of punishment.
  - (6) (i) The Vice-Chancellor may pass an appropriate order/ punishment as per these regulations and in case the punishment to be awarded is debarring the student from the Examination or rustication from the University or the Hostel, give an opportunity of hearing to the student/his or her parents. If Vice-Chancellor is of the view that punishment should be of debarring the student from examination or rustication of the student from the University or Hostel, report shall be submitted to the Executive Council along with substance of reply of the student.
    - (ii) The Executive Council may take an appropriate decision on the guilt and

punishment after considering the recommendation of the Vice-Chancellor and, if required, perusal of the record of the case.

11. In case of grave indiscipline attracting punishment of debarring the student from examination/rustication from the University, the result of the student shall be withheld and shall be subject to the decision of the Executive Council in such cases of indiscipline.

### **PART-III**

#### **SAVING**

1. **Removal of difficulty:** The Vice Chancellor is authorized to make necessary changes in these Regulations to remove difficulty and bring it in consonance with the corresponding statutory requirement.

**Sd/-**

**Registrar**