



INDERPRASTHA ENGINEERING COLLEGE

Shaping Engineers and Leaders for Future (IPEC)

HOSTEL RULES BOOKLET

2025-26



Message from the **DIRECTOR**

Dear Students,

In today's interconnected world, engineers stand at the forefront of the 21st-century workforce. Our institute is committed to nurturing dynamic leaders and professionals who will make a meaningful impact through their talent, creativity, and technical expertise. We take immense pride in the collective efforts of our dedicated faculty and staff, our motivated students, and our accomplished alumni.

Across all departments, academic leaders provide a stimulating environment that encourages students to go beyond the classroom. Many of our students willingly invest additional hours in competitive, consultancy, and innovation-driven projects, reflecting their dedication and ambition. Our structured in-campus training and project-based learning culture equip them with the skills, confidence, and professionalism needed for a bright career.

Dear students, if you believe in your potential and are ready to challenge your own limits, you are in the right place. At Inderprastha Engineering College, every mentor is committed to guiding you towards a purposeful and successful professional journey.



Prof. (Dr.) Anil Kumar Solanki
Director

Message from the **CHIEF HOSTEL WARDEN**

Dear Students,

Warm greetings to each one of you. Hostel life is a special phase that shapes your character, habits, and relationships for years to come. Time management, discipline, and mutual respect are the foundations of a successful and fulfilling stay on campus.

Our hostels are designed to be your home away from home — safe, comfortable, and conducive to study and personal growth. Along with secure and hygienic facilities, we strive to create an environment where you live harmoniously with peers from diverse backgrounds, learn to share responsibilities, and support one another. The wardens and staff are always available to guide you, ensure cleanliness and safety, and maintain a calm, green, and welcoming ambience.

You are encouraged to make the best use of the academic support, recreational facilities, sports, and activity spaces available to you. Use your time wisely, follow the rules sincerely, and practice self-discipline in your daily routine. These habits will not only help you excel in your studies but will also prepare you for the challenges of professional and personal life.

As Chief Warden, the foremost priority is your well-being and holistic development. Let us work together to build a hostel community where everyone feels respected, included, and motivated to do their best. Wishing you a happy, safe, and enriching stay in the campus hostels.



Prof. (Dr.) S.P. Singh
Chief Warden

HOSTEL

RULES & REGULATIONS

Hostel accommodation is an institute-owned facility provided at the discretion of the Management and shall not be treated as a matter of right. The Management reserves the authority to grant, deny, or withdraw hostel admission to any student, at any time, without assigning any reason.

- Ragging is strictly banned in the college. Students involved in ragging will be expelled from the hostel and may face disciplinary action, including dismissal from the college. As directed by the Supreme Court, ragging is a cognizable offence, and all incidents must be reported to the police for legal action. Ragging of new students is a serious crime punishable under law.
- The College management encourages boarders to consider the hostel as their home. Boarders are expected to conduct themselves with the same care and respect as they would in their own homes. Students from all parts of the country live together harmoniously as brothers and sisters, without any issues in the hostel or on the campus.

Hostel Facilities

- Single, double, and triple occupancy non-AC rooms are available.
- Each room is furnished with a bed, table, chair, and almirah.
- Additional facilities include chargeable coolers, electricity, RO water, hot water for bathing in winter, internet access, mess, gymnasium, medical/ambulance services, and a canteen.
- Paras Hospital is the empanelled hospital for health services. In emergencies, contact number 9999933586 is available along with ambulance services.

Boys' Hostels

- Aryabhata Bhawan
- Veersawarkar Bhawan
- Vivekanand Bhawan

Girls' Hostels

- Sarojini Bhawan
- Laxmibai Bhawan

Room allotments are done by an Allotment Committee following a prescribed procedure. Once allotted, no changes or exchanges are permitted.

Admission Procedure

Students seeking hostel accommodation must apply on the prescribed application form, available from the reception or warden, duly signed by their parents by the specified due date. Incomplete applications will be rejected. After acceptance in principle, fees must be deposited at the accounts office before submitting the form to the warden.

Existing residents must reapply each academic session. Ex-students are not allowed to reside in the hostel.

HOSTEL

Registration and Allotment Criteria

Only applicants who have deposited the fee will be registered and entered into the seniority list from the date of deposit. Hostel allotment is on a first-come, first-served basis with consideration to academic merit.

Allotment priorities:

1. Year-wise merit list based on up-to-date university examination percentages.
2. Merit list for students with one back paper, if vacancies exist.
3. First-year new admissions on a first-come, first-served basis.

Hostel accommodation will not be granted to:

- Students involved in disciplinary cases.
- Students with any backlog (PCP/back paper).
- Students with less than 75% attendance in the previous academic year while residing in the hostel.

Code of Conduct: Do's

- Maintain strict discipline and obey all instructions.
- Read notices daily; ignorance is not an excuse.
- Keep rooms and surroundings clean.
- Switch off lights and fans and lock rooms when leaving.
- Gate pass required for leaving the hostel, even during holidays or for overnight stays.
- Register when leaving for short periods and show ID at the gate.
- Return by the specified time.
- Report illness or damage immediately.
- Use facilities only during prescribed timings.
- Follow mess meal timings.
- Dispose of waste only in designated bins.
- Ensure safety of hostel and mess property.
- Pay washerman immediately for laundry services.
- Use bathroom fittings properly, avoid damage and wastage.
- Obtain gate pass from Chief Warden or Warden before leaving station; timings are:

Period	Girls	Boys
1st April - 30th Sept	8:00 PM	10:00 PM
1st Oct - 31st Mar	7:30 PM	9:30 PM

HOSTEL

Registration and Allotment Criteria

Code of Conduct: Don'ts

- Do not stay in rooms during academic hours.
- Do not leave the premises without permission.
- Visitors, relatives, day scholars, or opposite sex are not allowed inside hostels or mess.
- Do not leave rooms unlocked or unattended; management is not responsible for any loss.
- Do not remove furniture or items from other rooms.
- Avoid keeping valuables or cash in rooms.
- Cooking in rooms is prohibited.
- Do not play loud music, gamble, or disturb others.
- No chewing of pan, tobacco products, smoking, or consuming intoxicants.
- Possession or consumption of alcohol, drugs, cigarettes, or any intoxicants on campus is strictly forbidden.
- Firearms, fireworks, or weapons are prohibited.
- Playing Holi with colors, water, mud, or bursting crackers inside the hostel is prohibited.
- Parking two-wheelers without permission is not allowed.
- Do not allow day scholars or opposite sex into hostels or mess.

Disciplinary violations, including ragging, will result in immediate expulsion and legal action as per Supreme Court directions.

Mess Rules

The mess is operated by a contractor under the supervision of the Mess Committee to ensure hygiene and quality. Meals include breakfast, lunch, evening tea/snacks, and dinner, served at fixed timings. The mess is closed during Holi, Diwali, and vacation periods; no fee refunds are provided during closures.

- Maintain discipline and queue orderly during meals.
- Follow proper table manners.
- Do not enter the kitchen or cooking areas.
- Complaints must be reported to the Warden or Chief Warden.

Hostel Fee Structure

The fee structure for the session 2025-26 is available on the college website:

<https://www.ipecc.org.in/admission/fee-structure/>.

Late joiners must pay fees from the month of joining. Failure to pay fines on time will be notified to parents. The college is not responsible for any injury or loss within the hostel.

HOSTEL

Fee Refund Rules:



Hostel Fee Refund Policy for new entrants of the college

Sl. No	Conditions	Refund Policy	Clause No.
01	Student vacates Hostel due to admission withdrawal or not comfortable in Hostel within 15 days from date of Hostel allotment.	<p>The Hostel Security amount shall be refunded after deducting Rs. 500/- as processing charges.</p> <p>Hostel Fees, Mess & Laundry charges will be refunded (except registration charges) after a proportionate deduction (Least count -one month).</p>	H-1
02	Student vacates hostel after 15 days from date of hostel allotment.	<p>Refunds for unutilized months of hostel fees will not be provided. Any remaining Hostel Security deposit (if applicable) will be refunded after a deduction of Rs. 500/- as processing charges.</p> <p>However, the amount deposited as Registration charges of Rs. 500/- will not be refunded.</p>	H-2

HOSTEL

Fee Refund Rules:

Hostel Fee Refund Policy for the students of 2nd year onwards (Existing students):

Sl. No	Conditions	Refund Policy	Clause No.
01	Student vacates Hostel before the start of a session.	The Hostel Security amount shall be refunded after deducting Rs. 500/- as processing charges. Hostel Fee, Mess & Laundry charges will also be refunded (except registration charges) without any deduction	H-3
02	Student vacates Hostel after the start of session (if room allotted).	The Hostel Security amount shall be refunded after deducting Rs. 500/- as processing charges. Only Mess & Laundry Charges will be refunded for unutilized months (Least count -one Month).	H-4
03	Student vacates Hostel due to declared fail in previous year result which announced late by university.	The Hostel Security amount shall be refunded after deducting Rs. 500/- as processing charges. Hostel Fees, Mess & Laundry charges will also be refunded (except registration charges) after a proportionate deduction (Least count -one month).	H-5

HOSTEL

Fee Refund Rules:

Hostel Fee Refund Policy for the students of 2nd year onwards (Existing students):

Sl. No.	Conditions	Refund Policy	Clause No.
01	If student opts for Hostel accommodation in midsession and later on withdraws.	<p>If join in the midsession, Hostel Fees and Laundry charges will be applicable from joining month.</p> <p>If such student requests for withdrawal from hostel later on, only Mess & Laundry Charges will be refunded for unutilized months (Least count one Month).</p> <p>The Hostel Security amount shall be refunded after deducting Rs. 500/- as processing charges.</p>	H-6
02	Student vacates due to severe medical reasons (Supporting documents to be verified by concerned wardens & recommended by Hostel In charge).	<p>The Hostel Security amount shall be refunded after deducting Rs. 500/- as processing charges.</p> <p>Hostel Fee, Mess & Laundry charges will also be refunded (except registration charges) after proportionate deduction (Least count-one month).</p>	H-7
03	If student is expelled from hostel/terminated on any technical grounds such as college/University does not permit students to continue his course on account of any disciplinary action (in or out side hostel).	<p>Mess & Laundry Charges will be refunded for unutilized months.</p> <p>The amount deposited by the student as Hostel Security* will be refunded/ not refunded as per recommendation of Disciplinary Committee.</p> <p>However, the amount deposited as Registration charges will not be refunded.</p>	H-8
* In case of financial Losses, Hostel Security may be forfeited. Also, student will have to comply with any punishment that is imposed either in terms of financial or academic.			

HOSTEL

Fee Refund Rules:

Common Conditions for Hostel Fee Refund and Disciplinary Actions

This policy outlines the disciplinary actions, fines, and hostel fee refund conditions applicable to all hostel residents (new and existing students). Repeated violations may attract increased fines, parental notifications, or expulsion without refund.

S.No	Act of Indiscipline	First Offense	Second Offense	Third / Subsequent Offense
1.	Possession of banned materials (drugs, toxic substances)	Expulsion from hostel; no refund	-	-
2.	Possession or influence of liquor	Inform parents; fine ₹10,000	Expulsion; no refund	-
3.	Staying in hostel during class hours without permission	Fine ₹200; inform HOD	Fine ₹500; inform HOD	Inform parents; fine ₹1,000; inform HOD
4.	Absence from hostel room beyond permissible hours	Fine ₹100	Fine ₹200	Inform parents; fine ₹500
5.	Overnight absence without prior permission	Fine ₹500	Fine ₹1,000	Inform parents; fine ₹1,500
6.	Leaving light or fan ON when room is locked	Fine ₹100	Fine ₹200	Fine ₹500
7.	Bringing any item from mess to room (food, utensils)	Fine ₹200	Fine ₹500	Inform parents; fine ₹1,000
8.	Smoking	Inform parents; fine ₹200	Inform parents; max. fine ₹1,000 per occurrence	-
9.	Usage of loud sound system	Fine ₹200	Fine ₹500	Inform parents; fine ₹1,000
10.	Use of hardware/software affecting network operation (confiscation)	Fine ₹500	Fine ₹1,000	Inform parents; fine ₹2,000
11.	Unauthorized electrical appliances usage (iron, kettle, heater etc.)	Fine ₹1,000; confiscation of gadgets	Inform parents; fine ₹5,000; confiscation of gadgets	Expulsion; no refund
12.	Rowdy or indecent birthday celebrations (fine per individual)	Fine ₹100	Fine ₹200	Inform parents; fine ₹500
13.	Unauthorized person staying in room without permission	Fine ₹1000	Fine ₹2,000	Inform parents; fine ₹5,000
14.	Verbal abuse without physical harm (per student)	Fine ₹300	Fine ₹500	Inform parents; fine ₹1,000
15.	Physical entanglement or similar act without injury (per student)	Fine ₹500	Fine ₹1,000	Inform parents; fine ₹2,000
16.	Assembling and creating noise, disturbance, or chaos in corridor of hostel after 11:45PM (fine per individual)	Fine ₹100	Fine ₹200	Inform parents; fine ₹500
17.	Physical assault with injury	Inform parents; refer to proctorial board	-	-
18.	Entry of day scholar into hostel without permission	Fine ₹200	Fine ₹500	Inform parents; fine ₹1,000
19.	Playing colors in campus	Inform parents; fine ₹200 per offense	-	-
20.	Bursting crackers in campus	Fine ₹1,000	Fine ₹3,000	Inform parents; fine ₹5,000
21.	Damage to college property	Inform parents; fine double the cost of damage	-	-
22.	Breaking lock (normal or almirah)	Inform parents; fine ₹200 (normal), ₹500 (almirah)	-	-
23.	Keeping furniture in balcony, open areas, or under coolers	Inform parents; fine ₹200	-	-
24.	Participation in indiscipline/unrest in hostel	Inform parents; fine up to ₹10,000 or expulsion without refund	-	-

HOSTEL

Common Conditions

- In case, student denied to pay the fine within stipulated time, information given to parent Parents / guardian
- The above punitive actions are indicative and not exhaustive. The CDC / Proctor / Investigation committee reserves right to alter / scale the punitive actions as per the seriousness of the offence.
- Hostel authorities do not take any responsibility, legal or financial, for any injury caused to a hosteller in any accidental mishap.
- Electric supply to the hostels will be provided only when the same is available from PVNL (Paschimanchal Vidyut Vitran Nigam Limited).
- The college authorities can change or modify the hostel rules at any point of time by notifying such changes.

Joining Formalities

To avail hostel accommodation, students must submit:

- Hostel allotment declaration by the student (Annexure 1)
- Anti-ragging affidavits by both student and parents. (To be submitted in Duplicate) (Annexure 2)
- Local guardian's certificate accepting responsibility during sickness. (Annexure 3)
- Recent photographs of the student, parents, and local guardians (not older than six months).
- Updated parent contact numbers must be provided and maintained for emergencies.

Rules may be modified by the college as deemed necessary with notification.



ANTI RAGGING

RULES & REGULATIONS

Special Advisory To Freshers

- Freshers should not hesitate or feel shy of reporting any incidence of ragging either as a victim or as a witness.
- Freshers (particularly hostel freshers) should be moving in groups. They are advised to resist individual or collective attempts by seniors towards bullying or ragging. They are also advised to immediately report such incidents at the earliest.

S. No.	Name	Phone No.	Designation	Mail ID
1.	Prof. (Dr.) Anil Kumar Solanki (Director)	9971664484	Chairman Anti-Ragging Committee	director@ipec.org.in
2.	Prof. (Dr.) Amit Jain, Dean-Academics	8527143659	Convener	dean.academics@ipec.org.in
3.	Prof. Sadhana Gupta, Principal (BBA, BCA)	8010498796	Member	principal@ipec.org.in
4.	Dr. Meenakshi Sharma, Dean- IQAC&SW	9891047435	Member	dean.sw-iqac@ipec.org.in
5.	Mr. Ajay Kr. Chauhan (AP, AIML), Proctor	9999514249	Member	ajay.chauhan@ipec.org.in
6.	Dr. S P Singh, HOD- ME & Chief Hostel Warden	9871744567	Member	hod.me@ipec.org.in
7.	Prof. (Dr.) Swati Vaid, HOD-ECE	9654809600	Member	hod.ec@ipec.org.in
8.	Prof. (Dr.) Vijai Singh, HOD-CSE	9891039510	Member	hod.cse@ipec.org.in
9.	Prof. (Dr.) Pooja Tripathi HOD-IT	9810297723	Member	pooja.tripathi@ipec.org.in
10.	Prof. (Dr.) Kumud Kundu, HOD- AIML	9818790379	Member	kumud.kundu@ipec.org.in
11.	Prof. (Dr.) Ragini Karwayun, HOD- MCA	9899440440	Member	ragini.karwayun@ipec.org.in
12.	Prof. (Dr.) Neeta Verma, HOD-AI	9818681309	Member	neeta.verma@ipec.org.in
13.	Prof. (Dr.) Mahjabin Banu, HOD- MBA	9899564059	Member	mahjabin.banu1982@ipec.org.in
14.	Prof. (Dr.) Y S Yadav, Dean-Ist Yr	9810893331	Member	hod.fyr@ipec.org.in
15.	Mr. Mandeep Katre (AP, CSE)	9810924335	Member	mandeep.katre@ipec.org.in
16.	Ms. Swapna Singh (AP, CSE)	9810344535	Member	swapna.singh@ipec.org.in
17.	Ms. Garima (AP-IT)	9910266390	Member	garima.singh@ipec.org.in
18.	Mr. Vishal Gupta (AP-ECE)	9754504004	Member	vishal.gupta@ipec.org.in
19.	Mr. Neeraj Kumar (AP-ME)	8506002229	Member	neeraj.kumar@ipec.org.in
20.	Mr. Udit Bansal (Admin Officer)	9650796315	Member	ipecadmin@ipec.org.in
21.	Representative of Civil/Police Administration (will be notified later)		Member	
22.	Dr. Nisha Khanna, Psychologist (Representative of NGO)	9711011474	Member	
23.	Mr. Ajay Chaudhary, Representative of Media	7351665522	Member	
24.	Tanveer Ikram, (Parent Representative of 1 st Year Student)	9958717327	Member	
25.	Mr. Pramod Sharma (Parent Representative of 3 rd Year Student)	9958439290	Member	
26.	Mr. Abhinav Upadhyay (CSE 2 nd Year Student)	9792358669	Member	
27.	Ms. Khushi Yadav (ECE 3 rd Year Student)	9210759400	Member	

ANTI RAGGING

RULES & REGULATIONS

NOTE: Freshers are advised to save these mobile numbers in their phones, for establishing contact with authorities in case of emergencies.

(a) Regulations / directive for banning ragging & anti-ragging measures

(b) **Terms of reference**

1. Supreme Court Orders
2. UGC Regulations and Guidelines

(c) **Prohibition of Ragging**

- Ragging within the College Campus including its Institutions/ Departments and hostel is strictly prohibited.
- Ragging in any form is also prohibited in the private lodges/ buildings where college students are staying.
- Ragging in any form is prohibited in the hostel mess, Canteen, Cafeteria & Transport.
- No person including students /Staff/Faculty shall participate or abet or propagate ragging in any form.

(d) **Punishment**

Ragging is a cognizable offence under the law and the punishment to be meted out has to be exemplary and justifiably harsh to act as a deterrent. It may include one or more of the following: -

- Cancellation of admission, suspension, rustication or expulsion from the university hostel.
- FIR with the police and arrest.
- Collective punishment may be imposed where involved persons are not identified.

NO RAGGING



(Annexure 1)

INDERPRASTHA ENGINEERING COLLEGE, GHAZIABAD

Hostel allotment declaration by the student

I S/ O, D/ O (Father) and..... (Mother) under programme..... and Department of..... having admission number..... at INDERPRASTHA ENGINEERING COLLEGE , GHAZIABAD and who is a permanent resident of

(Complete permanent postal address with telephone number) do hereby undertake on this the (Day), of (Month), (Year), the following:-

- That, the entries made by me in the Application Form are complete and true to the best of my knowledge and based on records.
- That I will present the original documents immediately upon demand by the concerned authorities of the College.
- That I hereby promise to abide by the admissible rules and regulations, concerning discipline, attendance, etc. of the College (IPEC), and also to follow the Code of Conduct prescribed for the Students of the College, as in force from time to time and subsequent changes/ modifications/ amendment made thereto. I acknowledge that, the College has the authority to take punitive actions against me for violation and/ or non-compliance of the same.
- I have thoroughly gone through the college's HOSTEL RULE BOOKLET and I will abide by the same.
- I, hereby declare that I will neither join in any coercive agitation/ strike to force the authorities of the College to solve any problem, nor I will participate in any activity which has a tendency to disturb the peace and tranquility of life of the IPEC campus and/ or its Hostel premises.
- I, hereby declare that, neither I will indulge, nor tolerate ragging in any form, even in words or intentions, and I accept to give an undertaking in the prescribed format for the same.
- I, hereby declare that shall be solely responsible for my involvement in any kind of undesirable/disciplinary activities outside the campus and shall be liable for punishment as per the law of the land. I, further understand that the college shall in no way provide any support to me and will not be held responsible for any such action by me.
- I, also declare that I am not suffering from any serious/ contagious ailment and/ or any psychiatric/psychological disorder.
- I, hereby undertake to inform the College, about any changes in the information submitted by me, in the Application Form and any other documents, including changes in addresses and phone nos., from time to time.
- Finally, I will give my free consent to sign this undertaking after carefully reading and understanding all the above-mentioned points.

Student's Left Hand Thumb Impression (below)

Date

Place

Signature of Student:

Name of Student:



(Annexure 2)

Form No. H-34

(Revised on 01 May, 2024)

INDERPRASTHA ENGINEERING COLLEGE, GHAZIABAD

Hostel Allotment Undertaking by Parent & Student

(To be submitted in Duplicate)

I, Mr. / Ms.; Father/mother of Mr. / Ms
Admission No....., CONFIRM that I have read and understood the following rules, regulations and instructions of the hostel and undertake the following:

The hostel is meant to be a home away from home for students. The inmates of the hostel are expected to be mutually friendly and co-operative with their fellow students, guests and visitors. They shall maintain proper discipline; observe hostel and mess rules and timings enforced from time to time.

Eradication of Ragging: Ragging in any form is strictly prohibited. It includes making unpleasant noise, disorderly conduct, or performing any act that causes or is likely to cause physical or psychological harm, fear, shame, or embarrassment to another student. Any form of teasing, abuse, playing practical jokes, causing hurt, or compelling a student to perform an unwilling act falls under the definition of ragging.

Any person found guilty of directly or indirectly participating in or abetting ragging shall face strict disciplinary action, which may include punishment, suspension, rustication, expulsion, and prosecution as per the Supreme Court of India's decision in Writ Petition No. (C) 656/1998. Ragging is a criminal offense under the Prohibition of Ragging Act, 1997, punishable by imprisonment from six months to ten years and a fine up to 50,000. Ignorance of the law is not an excuse.

A student seeking hostel admission must submit a separate affidavit along with the hostel application, confirming awareness of the anti-ragging laws and agreeing to abide by the prescribed disciplinary actions if found guilty of ragging or abetting it, as required by AICTE regulations.

The parent/guardian undertakes to read all the rules and regulations of the institute and accept them fully and unconditionally, without any objection or reservation.

IPEC, Sahibabad, GZB.



(Annexure 3)

Local Guardian's Certificate

I,.....(Name of Local Guardian), residing at (Full Address), hereby declare that I am the local guardian of.....(Name of Student), who is admitted to the hostel of Inderprastha Engineering College (IPEC).

I undertake full responsibility for the welfare and safety of the student during sickness or any emergency that may arise during the period of hostel residence. I confirm that I will be available to provide care, support, and take necessary actions including hospital visits or taking the student home if required.

I understand and agree to cooperate fully with the hostel authorities and promptly respond to any communication or emergency related to the student.

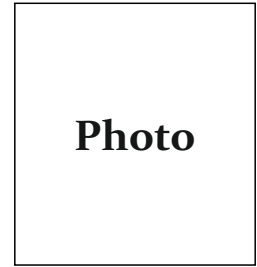
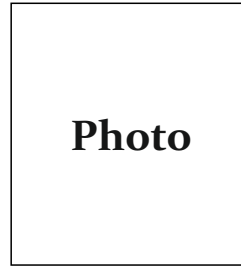
Signature of Local Guardian: _____

Name: _____

Relationship to Student: _____

Contact Number(s): _____

Date: _____



Acknowledgment by Student

I,.....(Name of Student), confirm that the above-named person is my local guardian and accept the responsibility entrusted to them.

Signature of Student: _____

Date: _____

Declaration by Parents/Guardians

We,..... (Name of Parent(s)/Guardian(s)), hereby appoint Mr./Mrs.as the local guardian of our ward during their stay at the IPEC hostel. We authorize the local guardian to act on our behalf in case of sickness or any emergency and confirm that all communication from the hostel authorities will be duly heeded.

Signature of Parent(s)/Guardian(s): _____

Date: _____

Hostel Authority Verification

Verified and accepted by:

Signature of Hostel Warden: _____

Date: _____

This certificate officially binds the local guardian to take responsibility for the student's care during health-related issues and emergencies in hostel residence.



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