

## JOINT AFFIDAVIT BY PARENT/GUARDIAN AND STUDENT

(This matter has to be typed on a non-judicial stamp paper of Rs. 200/-)

Mr./Ms .....(Full name of parent / guardian)  
parent/guardian of Mr./Ms ..... (Student) with application /  
registration number.....have been admitted  
to .....(Program), VIT, Vellore.

### Highlights of Rules and Regulation - Ladies hostel

DAY	IN - TIME		OUTING	
	Main Gate	Hostel Gate	Duration	No. of times
Instructional day	7.00 pm	8.30 pm	2 hrs	During non-class hours (only once in a day)
Non-Instructional day	7.00 pm	8.30 pm	4 hrs	Only once in a day

1. Students have to record their attendance **everyday between 8:30pm - 09:45pm** in their respective block biometric machines without fail.
2. Students should stay **only in the room allotted to them**. Staying in other student's rooms is not permissible.
3. Any physical/mental harassment towards fellow students including ragging, quarrelling, using abusive language and **violent behavior** is strictly prohibited.
4. **Smoking** is strictly prohibited inside the hostel premises and within the campus.
5. Hostel is meant for facilitating studies. Therefore, **silence** should be maintained between 9.00 pm and 6.00 am. Students should not disturb other students by conducting parties, playing music, talking loudly over mobile phones, etc.,
6. Multi-Level Marketing (MLM) and **gambling** in any form including playing cards in the hostel is prohibited.
7. Students found entering the Institution/Hostel premises under the influence of alcohol or inducing others to consume alcohol, will be **suspended for one semester**. If a student is found **consuming/possessing (even empty bottles)** liquor inside the campus/hostel premises he/she will be **suspended for one year**.
8. If **narcotics** or related substances are found in any room, all the students staying in the room will be **expelled** from the institution. Students who consume/trade/possess narcotics inside/outside the hostel will be expelled from VIT. Abuse of any chemicals is prohibited.
9. Anyone causing **damage** to the hostel **property** will be **penalized** suitably.

10. Hostel students should **not bring any day-scholar or ex-VITian or non-VITian** inside the hostel premises.
11. If a student is going out for an overnight stay, she should **obtain prior permission** before leaving the hostel as per procedure.
12. Hostellers are not allowed to keep any kind of motor vehicles. However, bicycle can be used.
13. Students in the hostel are not allowed to keep **air coolers, musical instruments, speakers, kettle, induction stove, electric iron box or any other electrical equipment/gadgets**. Unauthorised possession will lead to confiscation of the goods. Cooking in the rooms is strictly not permitted because of fire safety reasons.
14. Students are *personally responsible to safeguard their belongings*. Students are advised not to keep large amounts of cash or valuables like gold, costly wrist watch/laptops/cell phone, expensive jewellery etc., in their rooms.
15. All the programmes offered are residential programmes. Hence, students **will not be permitted to stay as day boarders outside the campus** until the completion of the course unless parent stays with them.
16. First year students will be permitted for **shopping and outing** only after 3 months of joining (**on submission of Joint Affidavit by Parent/Guardian and the Student**).
17. Students will be permitted to go on leave to Home town/Local guardian's place only twice in a month after parents approval.
18. Students will not be permitted to stay in the hostel during **vacation**, unless they have academic assignments.
19. Summer semester fees will be applicable to students registering for **summer courses**.

### **PERSONAL SECURITY BOND AND LOCAL GUARDIAN DETAILS**

(Need not fill Local Guardian details if the student does not have one)

I, Mr./Ms. ...., aged ..... years, residing at .....  
 ..... (address) is the parent/guardian of Mr./Ms. ....  
 ..... studying ..... programme in VIT,  
 Vellore, Tamil Nadu and staying in Ladies Hostel, hereby authorize the Institution to allow my  
 ward to go outside the campus with proper prior intimation to the authorities concerned while  
 staying at the Institution. I undertake full responsibility for all her actions whilst she goes out  
 of the Hostel/Campus any time with or without permission of the hostel authorities. Further,  
 I/We authorize Mr./Ms. ...., aged ..... years, residing  
 at (address) .....  
 ----, as the LOCAL GUARDIAN of my daughter/ward. She may avail leave and go to the  
 above mentioned LOCAL GUARDIAN's place as per the approved leave regulations of VIT.

KNOW ALL MEN that we Mr./Ms. .... (Student),  
 admitted to ----- programme with Application No./Reg. No. ....

for the academic years in VIT, Mr./Ms. -----(parent/guardian) bind ourselves jointly and severally to the VIT , Vellore, Tamil Nadu, for the prudent behavior of Mr./Ms --- -----student during his/her studies in VIT, Vellore, Tamil Nadu.

AND WHEREAS the said Mr./Ms. -----(Student) has been called upon to furnish personal security bond to VIT, Vellore, Tamil Nadu indemnifying the Institution against all loss and/or damage to the property, of VIT, that might be caused by reason of any misbehavior and/or malpractice of Mr./Ms ----- (Student) during the course of her studies as a prudent student. AND WHEREAS the said VIT, Vellore, Tamil Nadu as called upon the said Ms.----- (Student) and Mr./Ms. ----- -----Parent/Guardian to execute a personal bond with two sureties to that effect.

The student and the parent hereby undertake to indemnify and keep the VIT indemnified from all and every such loss and/or damage caused to the property of the Institution from any act of the said student in the course of his/her studies within 15 days of notice of such damage or loss caused and the Institution shall be at liberty to recover the loss along with 36 % interest per annum, if such damage or loss caused is not made good within 15 days thereof.

PROVIDED ALWAYS that this bond shall cease soon after the completion of the studies of the student Mr./Ms----- in this VIT, Vellore Tamil Nadu.

IN WITNESS to the above written bond and to all terms and conditions herein before contained the assigned hereunder this -----day of -----(month and year).

**SURETIES**

We the sureties undertake to make good the loss caused to the Institution by the above student, if they fail to make good the loss caused in time.

I Name :  
Designation/Profession :  
Address :

II Name :  
Designation/Profession :  
Address :

I/We have read and understood the specified Rules and Regulations of VIT Ladies Hostel and agree to obey by the rules.

1. Signature of the Student  
Name:.....  
Application No.....

2. Signature of the Parent/Guardian  
Name:.....