

AFFIDAVIT BY THE STUDENT

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

I,..... (full name of the student with admission/registration/ enrolment number) S/o , D/o Mr./Mrs./Ms.....,having been admitted to (name of the institution), have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the “Regulations”) carefully read and fully understood the provisions contained in the said Regulations.

- 1) I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
- 2) I have also, in particular, perused clause 7 and clause 9.1 of the Regulation and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
- 3) I hereby solemnly aver and undertake that
 - (a) I will not indulge in any behavior or act that may be constituted as ragging under clause 3 of the Regulations.
 - (b) I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.
- 4) I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force.
- 5) I hereby declare that I have not been expelled or debarred from admission in any institution on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

With regard to Software Usage Policy,

- 1) I am fully aware that **Vellore Institute of Technology (VIT) strictly prohibits the use of pirated, cracked, expired, or unlicensed software** across all networks, systems, and devices within the university- including but not limited to academic departments, laboratories, administrative offices, and hostels.

- 2) I understand that **all software procurement must be done through the Centre for Technical Support (CTS)**, ensuring proper licensing and compliance with institutional IT Policy and legal requirements.
- 3) I am aware that **violations of this policy may result in severe disciplinary action, including termination of services/admission, and may lead to legal proceedings** under applicable laws.
- 4) I hereby solemnly confirm and undertake that:
 - a. I will **not install, use, distribute, or possess pirated, cracked, expired, or unlicensed software** on any device connected to VIT's infrastructure.
 - b. I will **ensure that all software used by me is legally licensed through CTS** or is an approved open-source alternative.
 - c. I take **personal responsibility for adhering to this policy** and ensuring compliance with VIT IT Policy at all times.
- 5) I hereby affirm that, if found guilty of violating the software usage policy/VIT IT Policy, I am **liable for disciplinary and legal actions** as deemed appropriate by VIT authorities.
- 6) In case of any liabilities arising from my violation of this policy, I accept full responsibility and agree to indemnify VIT against any losses, damages, or consequences resulting from my actions.

Declared this..... Day of month of year.

Signature of Deponent

Name:

Address:

Telephone / Mobile No:

VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at..... (Place) on this the..... (Day), of..... (Month),.....(year).

Signature of Deponent

Solemnly affirmed and signed in my presence on this the (Day) of.....(Month), (year) after reading the contents of this affidavit.

OATH COMMISSIONER / ADVOCATE AND NOTARY PUBLIC

AFFIDAVIT BY THE PARENT / GUARDIAN

1. Mr./Mrs./Ms..... (full name of parent /guardian) father/ mother/ guardian of....., (full name of student with admission/ registration/ enrolment number), have been admitted to (name of the institution), have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the “Regulations”), carefully read and fully understood the provisions contained in the said Regulations.
- 2) I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
- 3) I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against my ward in case he/she is found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
- 4) I hereby solemnly aver and undertake that
 - a) My ward will not indulge in any behavior or act that may be constituted as ragging under clause 3 of the Regulations.
 - b) My ward will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.
- 5) I hereby affirm that, if found guilty of ragging, my ward is liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against my ward under any penal law or any law for the time being in force.
- 6) I hereby declare that my ward has not been expelled or debarred from admission in any institution on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, the admission of my ward is liable to be cancelled.

Declared this..... Day of month of ...year.

Signature of Deponent

Name:

Address:

Telephone / Mobile No.:

VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at..... (Place) on this the..... (Day), of..... (Month),.....(year).

Signature of deponent

Solemnly affirmed and signed in my presence on this the (Day) of(Month), (year) after reading the contents of this affidavit.

OATH COMMISSIONER / ADVOCATE AND NOTARY PUBLIC

JOINT AFFIDAVIT BY PARENT/GUARDIAN AND STUDENT

(Applicable for Hostel Students only)

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

Highlights of Rules and Regulations – in General

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)
Weekends & Institutional Holidays	7.00 pm	8.30 pm	4 hrs	Only once in a day

1. Students are called upon to read 'Code of Conduct' as per url:
Hostel information sheet: <https://vit.ac.in/campuslife/hostels>
2. Students should be available in their respective rooms as attendance will be taken in your respective blocks everyday between 9.00 pm – 10.15 pm in the biometric machines without fail. Failure to mark attendance will trigger messages to parent/guardian.
Students should stay **only in the room allotted to them**. Staying in other student's room is prohibited.
3. Any physical/mental harassment towards fellow students including ragging, quarrelling, using abusive language and **violent behavior** is strictly prohibited and shall lead to severe punishment.
4. **Smoking (possession or use)/ragging** is strictly prohibited inside the Hostel premises and within the campus of the Institute.
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) engaging in any kind of trading activities, lending, or 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, may face suspension **for one semester**. If a student is found **consuming/possessing (even empty bottles)** liquor, smoking, ragging, gambling, drinking, using Narcotics in single or together in possession/use/sale inside the campus/hostel premises 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**.
10. Hostel students should **not bring any day-scholar or ex-VITian or non-VITian or other visitors** inside the hostel premises.
11. If a student is going out for an overnight stay, he should **obtain prior permission** before leaving the hostel as per procedure available @ url: **<https://vit.ac.in/campuslife/hostels>**
12. Hostellers are not allowed to keep any kind of motor vehicles or Pets. However, bicycle can be used and parked only at designated locations.
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**. Unauthorized possession/use will lead to confiscation of the goods. Cooking in the rooms is strictly not permitted.
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. Exemption is to be sought only students having residence within 65 kms.
16. Hostellers are prohibited from entering restricted areas and from using illegal rental bikes or cars.
17. First year students will be permitted outside the campus only after 3 months of joining.
18. Students will be permitted to go to Home town/Local guardian's place only twice in a month with parents approval.
19. Students will not be permitted to stay in the hostel during **vacation**, unless they have academic assignments.
20. Summer semester Hostel fees will be applicable to students registering for **summer courses**.

PERSONAL SECURITY BOND AND LOCAL GUARDIAN DETAILS

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 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 their actions whilst he/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 son/daughter. He/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 his/her studies as a prudent student. AND WHEREAS the said VIT, Vellore, Tamil Nadu as called upon the said Mr./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 12% 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 Hostels and agree to obey by the rules.

1. Signature of the Student

Name:.....

Application No:.....

2. Signature of the Parent/Guardian

Name:.....

Solemnly affirmed and signed in my presence on this the..... (Day), of..... (Month), (year) after Reading the contents of this affidavit.

OATH COMMISSIONER / ADVOCATE AND NOTARY PUBLIC