



সমানো মন্ত্র: সমিতি: সমানী

UNIVERSITY OF NORTH BENGAL

Accredited by NAAC with Grade 'A'

P.O. NORTH BENGAL UNIVERSITY, RAJA RAMMOHUNPUR, DIST. DARJEELING, WEST BENGAL, INDIA, PIN-734013



HOSTEL MANUAL



HALL OF BOYS' & GIRLS' RESIDENCE

DISCLAIMER

- *Hostel residence is not mandatory. As limited seats are available. Admission to a course in University of North Bengal does not guarantee a seat in boys' or girls' hostel.*
- *In case of allotment of seats in hostels, the decision of the Hostel Monitoring Committee will be final.*
- *The Hostel authorities shall have no liability towards the hostel residents when she / he is outside the hostel campus or when she / he is on leave from the hostel. They shall not be held responsible, if the resident leaves the hostel without prior permission or information or does not report for attendance at night in the hostel or when she / he leaves the hostel after taking leave permission.*
- *Hostel accommodation is available for students of full time courses only.*

INTRODUCTION

The University of North Bengal was established by an Act of the Legislature of West Bengal in 1962 with the mission “to encourage and provide for instruction for teaching, training and research in various branches of learning and course of study; to promote advancement and dissemination of knowledge and learning and to extend higher education to meet the growing needs of society.”

The University of North Bengal campus covers an area of nearly 315.99 acres of land at the foothills of high Himalaya in close proximity of vast plains around it with a fascinating glimpse of the Kanchenjunga peak, tea gardens and forest cover.

The University of North Bengal has acquired 31.50 acres of land and has already started setting up another campus at Jalpaiguri by the side of the campus of Jalpaiguri Government Engineering College for widening the dimension and scope of Higher

Education and Research in one more Centre for Higher Education through modern studies for spreading advancement of learning in various branches of Humanities, Science and Technology in order to reach the people of this region in a bigger way so that they can have better and easier access to Higher Education.

The University of North Bengal, since its inception in 1962, has been fulfilling the objectives of imparting higher education and research to the people of this socio-economically backward area of the country. With the global advancement and requirements in the arena of higher education and research, the University has shouldered the responsibility of dissemination of knowledge by judicious expansion of its role in advanced, non-conventional, applied and job-oriented fields keeping the quality of education at par with global standards at low cost.

The University has taken initiatives in qualitative growth by way of achieving excellence. The Departments are well-equipped with research programmes from various agencies and have received academic distinctions and recognitions.

VISION

Located in the lap of Himalayas and situated far off Kolkata the University of North Bengal was established in 1962 with a vision to encourage and provide a congenial space of higher education, in particular to the socially and economically backward students, in the form of instruction, teaching, training and research in various branches of knowledge and to meet the growing needs of this region as the highest temple of learning and to commit to foster education on the basis of democratic values and ethos. With the passage of time along with its enriched capacity structure as a competitive University of national repute, North Bengal University envisions a global centered education system with a commitment to be a part of knowledge society and to provide quality based education to all.

MISSION

- To establish a large, well-resourced vibrant multi-disciplinary teaching and research institutions by way of collaboration of teachers, research scholars, students, academic administrators and employees.
- To enrich a strong educational communities and to play a catalytic role to provide high quality education in this disadvantageous geography.
- The University envisages a broad based liberal post graduate education with rigorous specialization in chosen disciplines and to provide optimal learning environment students support services.
- To develop capable faculty and students who shall be energized and engaged so that they can become hearts of higher education in the region. The University is committed to make all its stakeholders as drivers of demand driven educational changes in national and international field.
- Finally, the University seeks to inculcate environmental awareness and sense of urgency of conservation of nature creating pollution free green campus by encouraging sustainable practices.

NAME AND RESIDENTIAL CAPACITY OF HOSTELS

Hostel rooms comprise of 2-seater rooms.

OCCUPANCY STATUS PER ROOM:

Sl. No	Name of the Hostel	Seat/Room
1.	Ramkrishna Hall of residence (R.K. Hall)	02
2.	Vivekananda Hall of residence (V.K. Hall)	02
3.	Vidyasagar Hall of residence	02
4.	Law Hostel for Boys'	02
5.	Research Scholars' Hostel (R.S. Hostel for Men)	01
6.	Rani Bhawani Hostel	02
7.	Sarojini & Purneswari Hostel	02
8.	Nivedita Hostel	02
9.	Law Hostel for Girls	02
10.	Research Scholars' Hostel (R.S. Hostel for Women)	01

BOYS' HOSTEL

Sl. No	Name of the Hostel	Capacity
1.	Ramkrishna Hall of residence (R.K. Hall)	278
2.	Vivekananda Hall of residence (V.K. Hall)	316
3.	Vidyasagar Hall of residence	60
4.	Law Hostel for Boys'	25
5.	Research Scholars' Hostel (R.S. Hostel for Men)	46

GIRLS' HOSTEL

Sl. No	Name of the Hostel	Capacity
1.	Rani Bhawani Hostel	156
2.	Sarojini & Purneswari Hostel	200
3.	Nivedita Hostel	126
4.	Law Hostel for Girls	16
5.	Research Scholars' Hostel (R.S. Hostel for Women)	43

HOSTEL

Vision

To provide an abode of ideal ambience through happy housing, nutritious nourishment, and caring counselling to prepare the youth to carve out their careers.

Mission

UNIVERSITY OF NORTH BENGAL strives to render its unique service to the ambitious youth by providing facilities like good accommodation, food and instruction through its institutions including the Hostel.

ELIGIBILITY

- a) Accommodation in the University Hostel is available only to bona-fide students of full time courses.
- b) Applicants must have passed with a minimum of marks in aggregate in the last qualifying examination.
- c) As seats are limited in the hostels, students whose distance of home to University campus is within 45 KMs are not necessarily eligible for the hostel accommodation.
- d) There are also facilities available for the Physically Handicapped students (PH Students).

ADMISSION PROCEDURE

- a) Students seeking admission to the hostel must apply by filling the prescribed Application Form available on the NBU official website.
- b) Admission to the hostels is exclusively on the basis of merit as per specified in the Admission Criteria.
- c) Distance to be determined based on Permanent Address/ residential address.
- d) Income Certificate issued by competent authority must be produced.
- e) For Law Hostel (Boys' & Girls') Admission done through the recommendations of Hostel Advisory Committee of Dept. Of Law, NBU.
- f) All rules and regulation of the hostel will apply equally to foreign and NRI students.

HOSTEL RULES

- 1) Boarders will return to their respective Hostel by 9.00 PM
- 2) Boarders must be return in their respective room by 10.00 PM
- 3) For Girls' Hostel, entry time in Hostel at night is 8 pm (Summer) and 7.30 pm (Winter).
- 4) Meals will not be served after 9.00 PM. (Dinner).
- 5) Boarders will pay the mess advance by the 10th day of every month. A fine will be decided by the competent authority will be imposed for each day of delay in payment.
- 6) The residents are required to take meals only in the Hostel Dining Hall.
- 7) Dining Hall timings shall be fixed as notified from time to time. All residents shall adhere to these timings. Dining Room timing is

- **Morning: 9.15 am to 10.15 am**
- **Evening: 8.00 pm to 9.00 pm**

- 8) Boarders will not keep guests in the Hostel without prior permission of the Superintendent. Guest, if allowed, will not be allowed to stay for more than three successive days.
- 9) Boarders will not leave the Hostel for home or any other without prior intimation to the Superintendent. The intimation must be given in writing and the application must contain his/her address and phone number.
- 10) Member of opposite sex are not allowed to enter in to the Hostel. & Taking of drugs and other intoxicating substances are strictly prohibited within the Hostel premises.
- 11) Boarders will not be allowed to use heaters, iron etc. in the room
- 12) Boarders will not be allowed to stay in the Hostel during Puja Vacation and Summer Vacation.
- 13) Boarders will not create any disturbance or indulge in any act of violence or misbehaviors, which may vitiate the sound congenial atmosphere in the hostel.
- 14) Boarders must stay in the assigned room of the hostel allotted to them. Violations of this will be expelled from the Hostel.
- 15) Boarders will be responsible for the properties of the room. They must handover all the properties at the time of leaving either to the Superintendent or his/her representative.
- 16) All sorts of ragging are strictly prohibited. Any sort of ragging will be dealt with as per UGC Regulations/relevant Supreme Court Judgment or as the competent authority deems fit.
- 17) Boarders will have to carry out their assigned mess duties/managerial responsibilities for g particular month. No adjustments will be entertained.

- 18) No boarder will be allowed to take meals in their room.
- 19) No boarder will be allowed to cook food in their room
- 20) In all others matters, not covered here, the decision of the Superintendent/Board of Residence & Discipline will be binding on the Boarders.
- 21) Mess is supervised by students of respective hostel with the guidance of the respective Superintendent. Mess representatives are elected by Hostel Residents.
- 22) Carrying of Mess articles/plates to the rooms and common places is strictly prohibited.
- 23) Boarders are required to be properly attired in the Dining Hall.
- 24) Boarders are requested to keep the dining hall clean.
- 25) Food shall not be taken out of the Dining Hall. Only sick boarders may be allowed by the Doctor/Warden to have light meals in their rooms on written advice of the University doctor.
- 26) Room-mates are not allowed to take food on behalf of absentees.
- 27) The hostel mess may not function during the vacation for those who are permitted to stay in the hostel. If the mess functions, the charges would be as per arrangements made.
- 28) Boarders are requested to maintain discipline in the dining room as well as they are requested to cooperate with the mess staff.

HOSTEL FACILITIES

- Sports equipment like volley balls, footballs, cricket bats and balls, wickets, carom, and nets, gym instruments
- Volley Ball ground inside the hostel campus
- Fire Extinguisher Facilities
- Aqua guard Water purifier and cooler
- Hi Speed WIFI
- Colour television set
- 25 Ltr. Water Heater
- News Paper (English, Bengali, Hindi, Nepali)
- Proper, service and maintenance of LPG connection and Chimney under (RUSA Grant)
- Photocopier (Canon Digital Imaging System of Model, IR 2318 L) in the Office of the PG Hostels for Boys', Wooden sitting arm chairs, plain chairs for the TV, common room
- Furnished and spacious dining room
- 24 hours' security is provided
- If someone wants to leave, she / he need to submit a prior notice to the hostel office
- Visitors Room is also available (Some Girls' hostel)
- Security Services for all Hostels-24x7

ACTIVITIES IN THE HOSTEL

- Birth day Celebration of Ishwar Chandra Vidyasagar
- Participation in different sports and cultural activities
- Participation in international Yoga day
- Participation in Swach Bharat Mission and Tree Plantation
- Annual Cultural Programme
- Annual Magazine and Wall Magazine
- Republic day and Independence day Celebration

RAGGING

Ragging in all its forms is totally banned on the premises of the University and its hostels. Any student indulging in ragging will be expelled.

As per University Grants Commission Letter No. F 1-16/2007 (CPP-11), dated: April, 2009 related to UGC Regulation on curbing the menace of ragging in higher educational institutions 2009, the students are advised to take note of the following:

As per the orders of Hon'ble Supreme Court of India 'Ragging' means the following:

“Any conduct whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness any other students, indulging in rowdy or indiscipline activities which causes or is likely to cause annoyance hardship or

psychological harm or to raise fear or apprehension thereof in a fresher or a junior student or asking the students to do any act or perform something which such student will not do in the ordinary course and which has the effect of causing or generating a sense of shame or embarrassment so as to adversely affect the physique or psyche of a fresher or a junior student”.

Punishable Aspects of Ragging:

- Abetment to ragging
- Criminal Conspiracy to rage
- Unlawful assembly and rioting while ragging
- Public nuisance created during ragging
- Violation of decency and morals through ragging
- Injury to body, causing hurt or grievous hurt
- Assault as well as sexual offences or unnatural offences
- Wrongful restraint/ Wrongful confinement / Use of criminal force
- Extortion / Criminal trespass
- Criminal against property / Criminal intimidation

Strict action shall be taken against those found of ragging and/or abetting ragging.

Each resident shall have to sign an undertaking to the effect that she is aware of the law prohibiting ragging as well as the punishments and to the effect that she has not been expelled and/or debarred from admission by any institution on these grounds and that she if found guilty of the offence of ragging and/or abetting ragging, is liable to be punished appropriately.

An undertaking shall also be signed by the parent/guardian of the application the effect that he/she is also aware of the law in this regard and agrees to abide by the punishment

meted out to her ward in case the latter is found guilty of the offence of ragging and/or abetting ragging is liable to be punished appropriately at the time of joining the hostel.

Punishment: Depending upon the nature and gravity of the offence as established by the Anti-ragging committee of the institution, the possible punishments for those found guilty of ragging shall be any one or any combination of:

- 1) Suspension/Expulsion from the hostel
- 2) Cancellation of admission
- 3) Rustication from the institution
- 4) Debarring from admission in the hostel in future
- 5) Collective punishment: When the persons committing or abetting the crime of ragging are not identified, the institution shall resort to collective punishment.

FEES STRUCTURE

For PG Students (GIRLS)

Particulars	Amount (₹)
Admission Fee	25
Cable Charge	15
Electricity Charge (Hostel)	240
Games and Sports	20
Hostel Caution Fee	100
Hostel Development Fee	100
Messing Advance (Monthly)	750
Messing Caution Deposit	750
Messing Establishment Charge	240
Misc. Charge	30
Seat Rent	180
Total	2,450.00

➤ Subject to change the all fees

FEES STRUCTURE

For PG Students (BOYS)

Particulars	Amount (₹)
Admission Fee	25
Cable Charge	15
Cultural Activities	30
Electricity Charge (Hostel)	240
Games and Sports	20
Hostel Caution Fee	100
Hostel Development Fee	100
Messing Advance (Monthly)	750
Messing Caution Deposit	1,050
Messing Establishment Charge	240
Seat Rent	180
Total	2,805.00

➤ Subject to change the all fees

FEES STRUCTURE

For LAW UG Students (BOYS & GIRLS)- New Admission

Particulars	Amount (₹)
Admission Fee	100
Seat Rent	600
Development Fee	100
Maintenance Fee	100
Electric Charge	240
Utensil Charge	50
Messing Caution Fee	300
TOTAL	1,490.00

➤ Subject to change the all fees

FEES STRUCTURE

For LAW UG Students (BOYS & GIRLS)- Re-Admission

Particulars	Amount (₹)
1) Admission Fee	100
2) Seat Rent	600
3) Development Fee	100
4) Maintenance Fee	100
5) Electric Charge	240
6) Utensil Charge	50
TOTAL	1,190.00

➤ Subject to change the all fees

HOSTEL SUPERINTENDENTS

FOR BOYS' HOSTEL

Hostel Name	Superintendent's Name	Contact Details
Ramkrishna Hall of residence	Dr. Manoranjan Chowdhury Dept. of Botany, NBU	Ph. No: +91 9830802175 mchowdhury@nbu.ac.in
Vivekananda Hall of residence	Dr. Binayak Sundas Centre for Himalayan Studies, NBU	Ph. No: +91 9654267221 binayaksundas@nbu.ac.in
Vidyasagar Hall of residence	Dr. Sidhartha Sankar Laha Dept. of Lifelong Learning & Extension, ,NBU	Ph. No: +91 8918891191 sidhartha@nbu.ac.in
Law Hostel for Boys'	Dr. Sanjay Dutta Dept. of Law, NBU	Ph. No: +91 9832015425 sanjay.law@nbu.ac.in
Research Scholars' Hostel (Men)	Dr. Bhaskar Biswas Dept. of Chemistry, NBU	Ph. No: +91 9477089710 bhaskarbiswas@nbu.ac.in

FOR GIRLS' HOSTEL

Hostel Name	Superintendent's Name	Contact Details
Rani Bhawani Hostel	Dr. Amrita Mondal Dept. of History, NBU	Ph. No: +91 7838327701 amrita1mondal@nbu.ac.in
Sarojini & Purneswari Hostel	Dr. Urbi Mukherjee Dept. of Bengali, NBU	Ph. No: +91 9432849502 urbi.2017@nbu.ac.in
Nivedita Hall of residence	Dr. Kriti Ghatani Dept. of Food Technology, NE	Ph. No: +91 7679409158 ghatanik@nbu.ac.in
Law Hostel for Girls	Taniya Basu Majumder Dept. of Law, NBU	Ph. No: +91 9474027822 taniya.law@nbu.ac.in
Research Scholars' Hostel (Women)	Saraswati Lama Dept. of Commerce, NBU	Ph. No: +91 9564515511 lamasaraswati03@nbu.ac.in

SUPPORT STAFFS

FOR BOYS' HOSTEL

MR. KHOWNISH BARMAN, ASST. SUPDT. (BOYS HOSTEL) (on contract)

MR. MANIK LAL ORAW - Office Assistant (on Casual)

MR. SHYMAL SINGHA - Office Assistant (on Casual)

MR. SWAPAN KUMAR BARMAN - Peon (on Casual)

FOR GIRLS' HOSTEL

SMT. GEETA BISWAKARMA, SR. ASST. & ASST. SUPER (GIRLS' HOSTEL)

SMT. KAKALI SINGHA ROY, ASSTT. SUPDT. GIRLS' HOSTEL (on contract)

SMT. DURGA SINGH, ASSTT. SUPDT. GIRLS' HOSTEL (on contract)

SMT. SOURABI DAS, ASSTT. SUPDT. GIRLS' HOSTEL (on contract)

SIMA CHAKRABARTI, Peon (on Contract, Casual)

Student may contact our Office of the Watch & Ward over telephone

(+91 353 2776332 / +91 7557049970) for any emergency situation.