



Key Conduct Rules regarding Hostel and allotment Policy

- 1) Hostel allocation is only for the academic requirements within the Institute. No other requirements for allocation will be considered (for jobs, internships, or any other related).
- 2) Students of the same gender are only allowed to enter their respective hostels (Institute girl's students are not allowed to enter the Institute Boys' Hostel and vice versa).
- 3) The cooperation is mandatory for all the hostellers towards fellow students and the hostel authorities. In the event of any misdemeanor, the student may be barred from the hostels.
- 4) Smoking, use of narcotics, consumption of alcoholic beverages, holding any illicit substance, and gambling are strictly prohibited. Any individual (s) found involved (actively or passively) in the mentioned activities will be permanently debarred from hostel accommodation immediately. The hostellers are also requested to inform the authorities about any other student(s) involved in the misdemeanor.
- 5) If any prohibited material is found inside the room, the student will be immediately debarred from the hostel for the remaining tenure of the program.
- 6) Any act of intimidation or violence, willful damage to property and drunken riotous behavior constitutes an offence and will lead to immediate debarment from the hostel along with an applicable fine.
- 7) Damage caused to any room or common areas of the hostel, unless due to natural wear-and-tear, may be charged to individuals causing the damage, or residents collectively.
- 8) Hostel residents are not allowed to keep motorized vehicles on the campus. A non-resident is not permitted to stay in the hostel overnight.
- 9) Cooking in the rooms is prohibited. Minimum mess coupons are required to be purchased.
- 10) A student's parents and other same-gender guests may visit the student in his/her room from 8 am – 8 pm. Any other visitor can only be met in the hostel's common room.
- 11) Special exemption may be provided by the discretionary powers of the Director-IIIT Delhi for any requirements.
- 12) Special accommodation to the institute doctor or nurse or any related person based on the appeal of the institute authorities may be provided.
- 13) No Day Scholars Allowed in Hostel Rooms: Day scholars are not permitted inside hostel rooms at any time during the day or night.
- 14) No extra mattresses are allowed in the rooms except for the resident students/room allottees.
- 15) Common Rooms Access for Day Scholars: Common rooms will be open for day scholars from 8.00 a.m. until 8 p.m. After this time, day scholars are required to vacate the common areas.
- 16). Any other request may be taken on a case to case basis.

Hostel Allotment Policy

Release of form and Hostel Allotment

1. For PhD students Hostel allotment will be done as and when based on availability.
2. For M.Tech 2nd year students and B.Tech 2nd year and above the hostel allotment will be started tentatively in the second week of July.
3. For M.Tech 1st year students hostel allotments will be done tentatively in the 1st Week of July.
4. For 1st year B.Tech Students Hostel allotment starts tentatively in the 3rd week of July.

Priority order to be followed in allotting Hostel, based on availability, are as follows

1) First priority will be given in the following order.

- a) PhD students will be given priority in allotting a hostel throughout the year based on availability.
- b) All international, DASA, and ICCR students will be allotted hostel rooms.
- c) Outside Delhi Students B.Tech and M.Tech(who are admitted under 15% Quota) will be allotted a hostel.

2) Second priority will be given in the following order.

- a) M.Tech (2nd year) and B.Tech (2nd, 3rd, and 4th year) admitted under Delhi Quota but having an outside Delhi address will be allotted Hostel room under the distance criteria only provided the address change request has been approved.
- b). 1st year B.Tech and M.Tech Students admitted under Delhi Quota but have an outside Delhi Address will be allotted hostel based on the Institute committee's recommendation
- c). Students admitted under Delhi Quota having Delhi Address will be allotted Hostel strictly based on distance from institute subject to availability of room.

First Allocation

- 1) Newly admitted students must apply through the hostel allotment form during their reporting to the institute. All other students need to apply through the ERP within the schedule shared by the competent authority.
- 2) All PhD students shall be allotted at the top of the priority list among all the applicants. Students admitted under the DASA/International/Outside Delhi quota for PG and UG move to the top of the preference list for hostel allocation.
- 3) PG and UG students admitted under the Delhi region (irrespective of their address outside Delhi) will be evaluated for allotment based on the distance from their Delhi residence to the institute.
- 4) For students admitted under the Delhi quota, for whom a Delhi address is not applicable, the Institute committee will make the final decision regarding hostel allocation. No other reason would be entertained.

- 5) The hostels shall remain vacant for all UG & PG students (except research-related tasks) for July every year for maintenance activities.
- 6) Research interns/RAs, and any other employees, will be kept at the bottom of the waiting list.
- 7) Students admitted under rolling admissions, late admissions, or any other category will be kept on the waiting list until a bed becomes vacant.
- 8) No change of address requests will be entertained during the process. Students with medical conditions will not be given priority allocation. Additionally, they must indicate that they are capable of residing independently in the hostel without additional support from a caregiver. Their allocation will be based on the same allocation policy as the rest of the students. Such students can apply to the Institute Committee for special permission.
- 9) The guest house hostel accommodation is comparable to the double room accommodation.
- 10) The policy changes may be applicable at the discretion of the institute authorities.

Second Allocation

Triple arrangement in a double-occupancy room and double sharing in a single-occupancy room will be based on the allotment policy and mutual agreement between the students intending to share the room.

The applicable refunds will be initiated only after the completion of the semester in the case of sharing.

Change of Address

The change of address window is opened during the fixed slot during the winter break. No other form of request will be entertained at any time of the year.