



Quaid-e-Azam Hostel

Rules and Regulations

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GC University Lahore

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INTRODUCTION

Accommodation has always been an acute problem for the students who come from outside Lahore. GC University Lahore has the distinction of housing maximum number of such students. It has four hostels – three for boys and one for girls. New Hostel (built in 1937) houses about 400 Degree students. Girls Hostel (built in 1975) accommodates about 185 girl students.

There are two hostels for Intermediate students hailing from areas other than Lahore. The Iqbal Hostel (built in 1891), originally known as 'The Quardrangle' and the Quaid-e-Azam Hostel (built in 1993), accommodate about 150 and 272 Intermediate students respectively. These two hostels are situated on Main Campus of the University. Mian Muhammad Nawaz Sharif the then Prime Minister of Pakistan inaugurated the Quaid-e-Azam Hostel on 3rd January 1993. It has 36 dormitory and 92 cubical rooms with the capacity of 272 residents overall. To run the Hostel's affairs smoothly, the Vice Chancellor GC University Lahore appointed Warden and Superintendent.

ALLOTMENT

1. All the GCU's Hostels including Quaid-e-Azam Hostel are open to all students who are on the rolls of the University subject to the availability of accommodation. Admission is made strictly on academic merit.
2. Residence is at all times subject to good behavior and can be withdrawn at any time in the interest of the Hostel's discipline.
3. The allotment of the rooms is made by the Superintendent of the Hostel at the beginning of the academic session according to the University's procedure announced at that time. Change of rooms is not allowed without the permission of the Superintendent.
4. Every resident is provided with a bed, a table cum-book-shelf, a chair and an almirah. Each furniture item bears the number of resident's room. Residents are not allowed to move the furniture from one room to another. They are responsible for the safe custody of the furniture allotted to them and are required to make good if any damage or loss is caused as per prevalent rules of the Hostel.

ALLOCATION OF SEATS

1. Allocation of seats is on open merit and reserved quota in the Quaid-e-Azam Hostel/Alama Iqbal Hostel will be made according to the policy. Admission to the hostels is given on merit for one academic year only. The Hostel's authorities have right to refuse admission for the next year if the conduct or behavior of a student/resident during the previous year was unbecoming or he was guilty of infringement of Hostel's rules.

WITHDRAWAL

1. Application for withdrawal from the Hostel must be made on the prescribed form, countersigned by resident's father or his guardian in case of father's death. Withdrawal without sanction is regarded as absence without leave and no withdrawal can be affected unless the applicant has cleared all the dues of the Hostel standing against his name.
2. In case of withdrawal/expulsion due to indiscipline or misbehavior, security deposit will be forfeited.

CANCELLATION OF ALLOTMENT

1. The allotment of the residents who remain absent from the Hostel without leave for more than 15 days will be cancelled.
2. No resident whose hostel dues are in arrears can retain his seat without the permission of the Superintendent.
3. Resident students would be responsible enough to maintain discipline. Those who are found guilty of causing damage to the Hostel's property will be dealt seriously. Their Hostel allotment will be cancelled and they will be expelled from the hostel without notice and case will be forwarded to the University's Discipline Committee.
4. In case the name of a resident is struck off from the University rolls, the facilities of residence enjoyed by him will be suspended with immediate effect till he gets himself re-admitted.

DAILY ATTENDANCE

1. The roll call is taken every night at **"locking-up time"** which is fixed by the Superintendent.
2. Every resident is supposed to be in his room at the time of the roll-call, otherwise, he will be marked absent.

3. Absentees are reported daily to the Superintendent. A resident who is absent is liable to be fined.
4. Night staying out without application will be treated as absence.
5. The gate of the Hostel is closed at locking-up time. No resident will be allowed to enter or leave the Hostel after that time except for some genuine reasons.
6. Wrong entry in the register kept at the gate for late comers is a serious offence punishable with fine/expulsion from the Hostel.

LEAVE RULES

1. Application for leave from the Hostel must be made on the prescribed form in time. Such applications are put up daily to the Superintendent. Application for more than two days leave must be presented personally to the Superintendent.
2. Residents are permitted to go to their homes at the end of the term/during vacation, but are subject to the leave rules.
3. The residents must apply for leave before absenting themselves from the Hostel.

MEDICAL ASSISTANCE

1. A student who falls sick must inform the Superintendent. Register for information regarding illness is maintained by the Care Taker of the Hostel.
2. Resident students who require medical aid must place themselves under the treatment of the University's Medical Officer.
3. Outside Doctors are not allowed to visit the patients professionally without the permission of the University's Medical Officer or the Superintendent.

ELECTRIC INSTALLATION

1. Energy savers of more than **28 watts** are not allowed to be used in the Table Lamps.
2. The use of a radio, cassette player, electric heater, iron, stove or other electric appliances are not allowed.
3. The electric installations must not be tampered with in any way. Unauthorized interference with the installation is risky as it may cause serious damage / injury. Those who violate this rule will be fined.

GENERAL HOSTEL REGULATIONS

1. Every part of the Hostel premises shall be open to inspection by the authorities at all hours.
2. No religious, social ceremony or political meetings are permitted.
3. No guest is allowed after locking-up time on the premises even temporarily. No guest is allowed to enter the rooms of the residents.
4. No outdoor game is allowed in the Hostel.
5. Maltreatment of servants, interference with their work or assigning work to them which is outside their prescribed duties are regarded as serious offence and are liable to be withdrawn from the Hostel.
6. Smoking in the Hostel is strictly prohibited. Any student found guilty of violating this rule shall be expelled from the Hostel immediately.
7. Any resident who leaves his room unlocked shall be fined Rs. 100/-. Similarly, if any resident leaves the Light/Fan on and his room is found locked shall be fined Rs. 100/-.
8. Guests will not be allowed to stay in the Hostel; however they may meet the residents in the Guest Room only with the permission of the Hostel's Authorities.

MESS RULES

1. The Hostel Mess provides breakfast, lunch and dinner throughout the academic session except vacations.
2. Membership of the Hostel Mess is compulsory for every resident.
3. Meals are served in the Dining Hall at fixed hours and are not allowed elsewhere. In case of illness, special permission for room service may be sought from the Superintendent.
4. No private cooking arrangements are allowed in the Hostel.
5. Mess dues for the month must be paid before the 10th of the following month, otherwise meals will not be served and residential facilities would be suspended. Defaulters' names are **"NOTIFIED"** and they are not allowed to be entertained as guests by other members of the Mess. The defaulters may face expulsion from the Hostel.
6. Unless a member gives advance notice for "Dining out", he will be charged for every meal. To give notice, he must "Sign-off" on the proceeding day i.e., 24 hours or earlier. A "Sign-off Book" is provided for this purpose. A

committee of the residents of this Hostel will look after the affairs of the Hostel Mess.

7. Every resident, in any case, shall be liable to pay for half of months meals.

THE COMMITTEES

The affairs of the Hostel are managed by the different committees formed by the Hostel's authorities. These committees consist of the residents of the Hostel on the basis of academic merit. The main committees are as followings:-

- i. Mess Committee
- ii. Purchase Committee
- iii. Common Room Committee
- iv. T.V. Room Committee
- v. Library Committee

The number of committees can be increased/decreased by the Hostel's authorities.

COMMON ROOM

1. Every resident student will be a member of the Common room of the Hostel.
2. The Superintendent will generally control the expenditure and will also act as Keeper and Auditor of the Common Room Accounts. A committee of residents will look after the affairs of the Common Room.

T.V. LOUNGE AND LIBRARY

There is a T.V. Lounge in the Hostel. There is also a Library in the Hostel. The affairs of the T.V. Lounge and the Library are supervised by a committee.

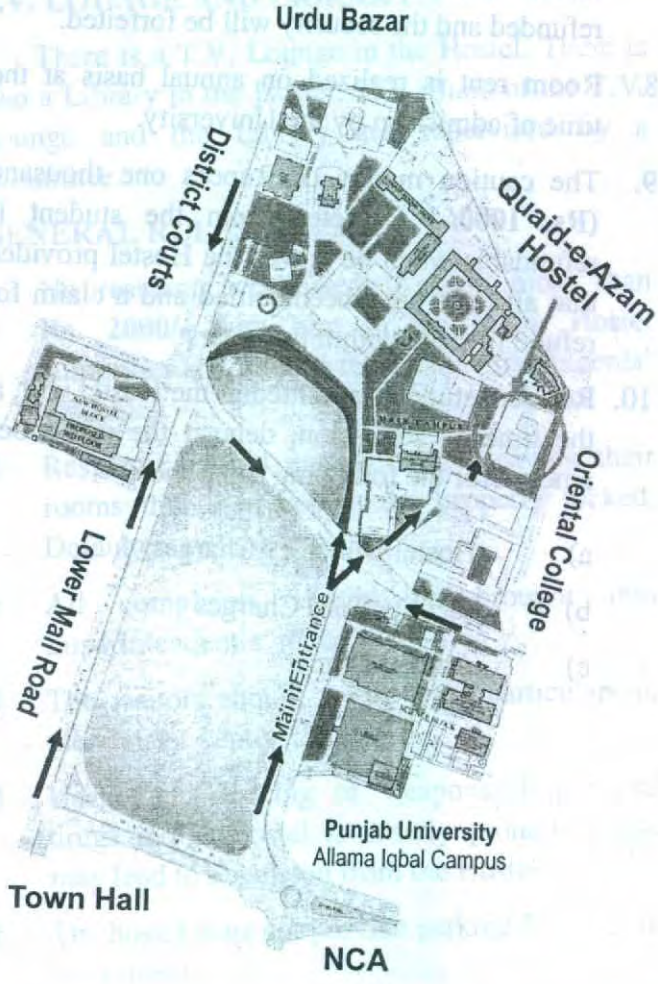
GENERAL RULES

1. No resident is allowed to keep more than **Rs. 2000/-** with him in his room. Hostel authorities shall not be responsible for students' valuables.
2. Residents should ensure before leaving their rooms that their rooms are properly locked. Defaulters will be fined.
3. All complaints should be brought into Superintendent's notice.
4. The visitors should record their particulars in the register kept at the gate.
5. Usage and keeping of weapons, liquor and drugs in the hostel is strictly prohibited and may lead to expulsion from the Hostel.
6. The hostel does not provide parking facilities to its residents.
7. Mess Security will be refundable within two years of the date of declaration of the result.

There after, no deposit/security will be refunded and the security will be forfeited.

8. Room rent is realized on annual basis at the time of admission by the University.
9. The caution money of Rupees one thousand (**Rs. 1000/-**) collected from the student is refundable when he leaves the Hostel provided that all dues have been settled and a claim for refund is made within two years.
10. Resident students admitted in the Hostel will, at the time of admission, deposit the prescribed amount for the following categories:-
 - a) Hostel Directory Charges
 - b) Identity Card Charges
 - c) Annual Dinner

NOTE: *All the above rules are subject to change from time to time*



There after the campus security will be included and will be fortified.

8.V. Room for the annual guests at the campus of education. The student is provided with the hostel provided.

10. The student is provided with the hostel provided.

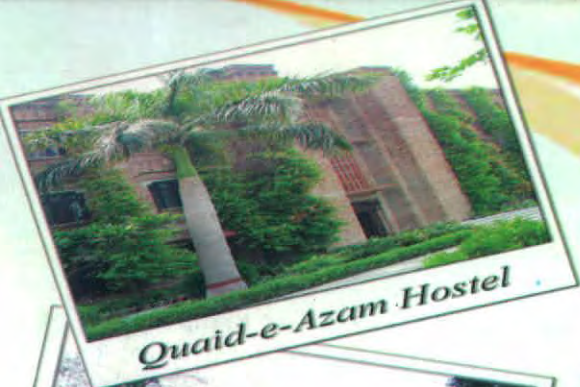
11. The student is provided with the hostel provided.

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