

Hostel Rules and Regulations

The B.Sc. Forestry 1st year students are directed to go through the following DO's & DON'T during their stay in the T.S. Forest Academy campus

1. GENERAL

1. Save/Conserve water and Electricity/Power, switch off all the lights and other electrical appliances when not in use
2. Develop passion for nature/forests and compassion towards living creatures/wild life
3. No personal & private vehicles are allowed inside the Academy premises.
4. The students shall Develop the habit of wishing the senior officers as and when they notice/come across the senior officers.
5. The students are expected to observe absolute punctuality and regularity in all the activities: physical training, lectures, games, programmes of entertainment, sports, outdoor, visits to various places.
6. Besides punctuality and regularity, students are also expected to develop and maintain high standards of personal hygiene, social behavior and courtesy, dignity and integrity.
7. Students are requested to observe courtesy in their dealing with their colleagues, faculty, office staff and guests. Both within the premises and outside they are expected to behave with consideration for others at all times.
8. Keeping of pets, firearms two wheelers (Motor Bikes) and four wheelers (cars) by the students in the hostel and on tours is prohibited.
9. Smoking, Consumption of alcohol and other intoxicants are strictly prohibited in the TSFA campus and while on Tours.
10. Students shall not come in slippers/lungis/dhotis/Shorts/Nighties to the mess/ dining hall/Roll Call.
11. No cell phones are permitted inside the class rooms, Administrative main building and play grounds. Cell phone must be switched off after 10.00 PM.
12. No food shall be served in the Hostel Rooms and students should complete dinner before roll call (9.00 PM).
13. Students will not be permitted to change the rooms allotted to them without the permission of Course Director/Director.
14. Fans and lights are to be switched off and taps to be closed, whenever the rooms are not occupied.
15. No students shall leave the campus without written prior permission from Course Caretaker/Warden. When they are leaving/arriving to the campus they should invariably note the time along with signature before leaving/ arrival in the register kept at the main gate with security.
16. Guests are not allowed to stay in the hostel. Without written permission of the caretaker/warden-when permitted each guest will be charged Rs.1000/- per night.

17. Every night 9.00 Pm to 10.30 Pm will be study hour.
18. Each student can borrow 3 books at a time from the library and shall return the same within 15 days.
19. Every month from each students an amount of Rs.50/- shall be deducted towards electricity consumption charges.
20. Duty Officer (D.O.) will be nominated every week in alphabetical order on rotation basis from Monday to Sunday (6.0 AM to 6.0 AM).
21. The students mess will be run by the students themselves.
22. There will be a Mess Duty Officer (M.D.O.) to issue and procure groceries/vegetables etc., every day on alphabetical order.
23. Each student shall pay a security deposit of Rs. 3000/- for running the mess and the same shall be deposited in Bank for day to day use.
24. The mess audit committee/Secretary will finalize the mess bill by 5th of every month.
25. The students will have to pay mess bill by 10th of every month without fail. Delayed payment will attract penal interest.
26. The mess Secretary will prepare and display the list of defaulters on the notice board on 11th day of every month and bring it to the notice of the course caretaker/Warden.
27. The students shall attend PT from 6.0 AM – 6.45 AM every day compulsorily and in no case excuses will be entertained. Missing the PT session will be viewed seriously.
28. Whenever a student falls sick he/She will seek the exemption for PT/class/Games under the advice of TSFA's Resident Doctor. They can avail the medical faculties in the Sanjeevini Clinic of Campus from 7.00 AM to 08.00 AM on every working day. In case of health emergency (24 hoursX7 days) the students shall inform to the Course Director/PTI.
29. Students shall not throw polythene covers in the campus area and keep the campus as polythene free area.
30. Students shall not quarrel/shout among themselves and with other staff like mess caterers, gardeners, Housekeeping, Security, personal and administrative staff. If they fail to do so, matter will be viewed seriously and suitable disciplinary action will be initiated.
31. Students shall not enter into Administrative Office without proper reason.
32. The internet facility (including Wi-Fi) provided to the studentss should be responsibly used and unauthorized downloads be strictly avoided as they infringe the Copy Right Act.

2. CONDUCT IN CLASS

- The lectures/practicals will be held in the various class rooms/laboratories/field as indicated in the timetable.
- The doors of the lecture hall/class rooms will be closed immediately after the time fixed for the commencement of the session. Students may not be admitted after the doors have been closed.

- Each student is expected to take the assigned seat in the lecture hall well before the commencement of the session and attendance is noted according to the seating arrangement.
- Students are expected to take their own notes in classes. Faculty members may circulate some supplementary reading material. Where such material is circulated in advance, the students should go through the same before coming to class.
- Students are encouraged to clarify their doubts, but should they like to argue out a viewpoint which is different or where it is likely to take a long time, they may do so later in the chamber of the faculty member.

3. GENERAL INSTRUCTIONS PERTAINING TO HOSTELS

Following instructions may be kept in view by the occupants of the Academy hostels.

- ❖ Students are not allowed to remain absent from the hostel overnight without the written permission of the Caretaker/Warden.
- ❖ Students are expected to maintain their rooms neat and tidy, beds must be made not in use and electrical appliances, light, computers and taps must be switched off when the students leave the rooms. The care of the furniture, equipment and accessories is entrusted to the students and damages to Academy property caused through negligence or improper maintenance have to be made good by the students.
- ❖ The students are advised to ensure that their rooms are properly locked and secured whenever they go out.
- ❖ Playing of loud music or creating disturbance of any sort in the hostel premises is strictly prohibited.

4. DRESS

Students are expected to be well groomed and properly attired and to ensure at all times that they do not present an unkempt or slovenly appearance. The boys should light blue shirt and dark Blue trouser and light blue kameez and dark blue salwar & dupatta for girls.