

NATIONAL LAW UNIVERSITY, DELHI

Halls of Residence and Campus Regulations, 2022

(Notified on Sept 01, 2022)

Guiding Principles to the Halls of Residence/ Campus Regulations	2
I. Definitions	3
II. Halls of Residence Regulations.....	3
1. Governance of Halls of Residence	3
2. Residence Coordinators	4
3. Room Allocation and Change of Rooms	4
4. Entry/ Exit from Halls of Residence	5
5. Visitors in the Halls of Residence	5
6. Other Students in the Halls of Residence	5
7. Maintenance of Rooms	5
8. Entry Into and Searching of Rooms.....	6
9. Access, use and maintenance of shared spaces.....	6
10. Conduct inside the halls of residence.....	7
11. Consumption, possession, distribution, sale, or exchange of banned substances	7
12. Events in Common Spaces	7
13. Vacation arrangements	8
14. Leave from halls of residence	8
15. Pets.....	8
III. Campus Regulations	9
16. Campus Entry and Exit	9
17. Movement within Campus and Access to Certain Areas	9
18. Quiet Zones.....	10
19. Campus Conduct.....	10
20. Consumption, Possession, Distribution, Sale, or Exchange of Banned Substances.....	11
21. University Events.....	11
22. Use of University Facilities (including classrooms/ conference rooms).....	11
23. Visitors on campus	11
24. Animals on campus.....	12
IV. Dispute Resolution.....	12
25. Methods of Dispute Resolution and Determination of Infractions	12
26. Proctorial Board and the process of inquiry.....	14
27. Appeal against final decisions of the Proctorial Board	16
28. Corrective Measures	16
29. Amendment and Review of these Regulations	17
30. Authoritative Version	17
31. Special Regulations for first year	17
32. Removal of Difficulties	18

Guiding Principles to the Halls of Residence/ Campus Regulations

1. These regulations acknowledge that the campus is a multi-stakeholder space that includes students, faculty, administrative staff, housekeeping and security personnel, and other residents on campus.
2. Interests and concerns of all stakeholders are of equal value and worthy of equal respect.
3. Being mindful of the diversity of backgrounds and needs of students, these regulations are aimed towards creating an inclusive and enabling learning space for all. All stakeholders have an appropriate role in the creation and maintenance of such a space.
4. It is acknowledged that learning happens in multiple ways and the diverse expression of one's personality is critical to that learning process. There is a balance to be achieved between the effect of such expression on others and the accommodation of such individual expression by others.
5. In our collective effort towards being an equal opportunity space, there shall be zero tolerance for discrimination, harassment, abuse, alienation, hazing, bullying, violence, abuse and other similar conduct, and all stakeholders shall remain committed to actively preventing such conduct.
6. These regulations are not intended to police student conduct.
7. The effectiveness of these regulations will ultimately depend on a genuine commitment from all stakeholders towards creating an inclusive, safe, and conducive space as the best way to achieve our collective goals. The adverse consequences contained in these regulations are not meant to stigmatise and are only meant to acknowledge/ rectify the adverse impact of certain conduct on others.
8. These regulations are informed by the principles of autonomy, fairness, privacy, proportionality, and non-arbitrariness, which shall also guide the interpretation and application of these regulations.
9. Where applicable, these regulations shall be read with:
 - a. Internal SH complaints procedure
 - b. Anti-ragging measures
 - c. Academic regulations
 - d. Applicable statutes and regulations

The corrective measures recommended herein shall be in addition to and not as replacement for measures noted in the above regulations.

I. Definitions

- (a) Member of the University - this phrase shall include all students, faculty members, academic fellows, research associates, administrative staff, essential services and housekeeping staff and all personnel employed by contractors to provide services on the University campus.
- (b) Non-resident students - students not allocated accommodation in Halls of Residence;
- (c) Residents - students allocated accommodation in Halls of Residence shall be considered as residents;
- (d) Students - all persons registered with the University in any of the full-time, part-time, distance learning or certificate courses shall be included within the meaning of this term. This meaning shall be applicable only for the purposes of these regulations.
- (e) University events - this phrase shall include all events organised by the administration of the University, faculty members, research centres, academic fellows, research associates, and students that use the name of the University in any manner or form.
- (f) Wardens - for the purposes of these regulations, unless the context requires otherwise, use of the term Warden/Wardens shall include the Chief Warden.

II. Halls of Residence Regulations

1. Governance of Halls of Residence

- a. Residence Governance Committee - Subject to the provisions of these regulations, the Residence Governance Committee (RGC) shall be responsible for the day-to-day management of the Halls of Residence and its facilities, including making policy recommendations for effective implementation of these regulations. It shall also be responsible for dispute resolution as envisaged under these regulations.
- b. The Residence Governance Committee shall comprise:
 - i. Chief Warden (Chair of the RGC)
 - ii. All Wardens
 - iii. Two students who are elected members of the Hostel Welfare Committee and the Student Welfare Committee. The Hostel Welfare Committee and Student Welfare Committee shall nominate one such member each, and at least one of them, shall be a woman.
- c. The RGC shall be authorised to determine infractions of these regulations and prescribe corrective measures in accordance with the provisions herein provided.

- d. The RGC shall regularly meet the Registrar to apprise and consult on the matters relating to the governance of the halls of residence. Such meetings shall take place no less than twice in a month.

2. *Residence Coordinators*

In maintaining a conducive and safe living environment in the halls of residence, the RGC shall be assisted by Residence Coordinators (six coordinators each for the men's and women's halls of residence). The RGC shall appoint the Residence Coordinators from among the elected members of the Hostel Welfare Committee and the Student Welfare Committee for a period of one academic year.

- a. The Residence Coordinators will be responsible for the implementation of measures decided by the RGC for the day-to-day management of the halls of residence.
- b. The Residence Coordinators shall escalate any matters of concern pertaining to the halls of residence to the RGC.
- c. Residence Coordinators shall also bring to the notice of the RGC any concerns of physical and mental health affecting any resident of the halls of residence.
- d. The Residence Coordinators shall be the first point of contact for any emergency and shall escalate the matter to the Convenors in the RGC as required.
- e. The Residence Coordinators shall also perform any function assigned to them by the RGC in addressing complaints regarding utilities in the halls of residence.
- f. In recognition of their time and services, Residence Coordinators shall be entitled to a waiver of the room rent payable to the University. The RGC is empowered to undertake a performance assessment of the Residence Coordinators and find replacements if necessary. If Residence Coordinators are replaced, the waiver on room rent shall be adjusted accordingly.

3. *Room Allocation and Change of Rooms*

- a. The policy for allocation of rooms shall necessarily reflect the following commitments:
 - i. The halls of residence shall be organised on the basis of assigned sexes.
 - ii. Room allocation for all residents shall be by draw of lots only and shall not be on the basis of performance/ ranking in the entrance examination or any other criteria of academic performance in the University.

Provided that, if there is a shortage of rooms, the apportionment of rooms shall also follow the reservation policies in force at the University.

- iii. As envisaged in sub-clause(ii), determination of roommates shall compulsorily be by draw of lots for I-year residents of the B.A., LL.B (Hons.) course. In the II, III, IV and V-year of the B.A., LL.B (Hons.) course and in the LL.M course, residents may indicate their roommate preferences to the Chief Warden, but it is clarified that room allocation shall continue to be randomised by draw of lots.
- b. Based on relevant professional advice/opinion, the RGC shall be empowered to take into account special needs and disabilities while allocating rooms in the halls of residence. Such allocation may deviate from the randomised allocation noted above.
- c. Violation of this clause, as determined per the procedure laid down in clause(s) 25 and 26, shall invite consequences identified in clause 28.

4. Entry/ Exit from Halls of Residence

Residents shall not be subject to any entry/ exit timings for the halls of residence. However, entry/ exit regulations for the campus have been prescribed in these regulations separately.

5. Visitors in the Halls of Residence

Residents shall not have any visitors, including parents, inside the Halls of Residence. However, residents shall be allowed to have visitors on campus in accordance with prescribed regulations below. Any violation of this clause as determined per the procedure laid down in clause(s) 25 and 26, shall invite consequences identified in clause 28. Provided that, when I-year B.A., LL.B (Hons.) students are moving into the halls of residence for the first time, their parents/ guardians shall be permitted to enter the halls of residence and help such students move into their allocated rooms. It is clarified that such parents/ guardians shall not be permitted to stay in the halls of residence during this visit.

6. Other Students in the Halls of Residence

Residents shall not have non-resident students inside the Halls of Residence beyond 10PM. Also, residents shall not have students of other assigned sex inside the Halls of Residence at any point of time. Any violation of this clause as determined per the procedure laid down in clause(s) 25 and 26, shall invite consequences identified in clause 28.

7. Maintenance of Rooms

- a. All residents shall maintain basic hygiene in their allocated rooms and shall not damage institutional property provided therein. All residents shall have only such furniture, appliances, fixtures etc., as allocated by the University and any additional furniture, appliances, fixtures etc., as approved by the RGC. Any violation of this clause as determined per the procedure laid down in clause(s) 25 and 26, shall invite consequences identified in clause 28.

- b. No University property other than permitted by RGC shall be moved into Halls of Residence. Any violation of this clause as determined per the procedure laid down in clause(s) 25 and 26, shall invite consequences identified in clause 28.

8. *Entry Into and Searching of Rooms*

- a. Every resident has a right to privacy. No student, faculty, administrative staff, housekeeping and security personnel or visitors shall enter a room without the permission of the concerned resident.
- b. The right in the clause above is subject to the following:
 - i. If the Chief Warden is of the view that entry into the room is required to prevent or ascertain a violation of any law or any of the provisions of these regulations, or if there is an imminent threat or danger to the safety of residents or imminent danger of destruction of University property, then s/he may enter the room herself or authorise any of the Wardens or security personnel to do so without the permission of the residents.
 - ii. Further, if there is an imminent threat or danger to the safety of residents or imminent danger of destruction of University property, then the Residence Coordinators or the student convenors in the RGC may enter the concerned room/s without the permission of residents. In all such instances, the Resident Coordinators or the Student Convenors in the RGC shall record their reasons for entering the room in writing to the Chief Warden. Such reasons may also be recorded ex post facto but should ideally be communicated to the Chief Warden before such entry.

9. *Access, use and maintenance of shared spaces*

- a. All residents shall use shared spaces like the common rooms, washrooms, gyms, corridors, dining hall, etc., in a manner that is not disruptive to their use by others.
- b. While the University shall provide housekeeping services to maintain shared spaces, all residents have an individual and collective responsibility to maintain the hygiene and general cleanliness of such spaces and not do anything that impedes the access and use of such spaces for others.
- c. All students of the University shall have access to the respective common rooms, gyms, and dining halls and shall have the same obligations as residents in the above clauses.
- d. All students shall be under an obligation to maintain and use University property provided in the common spaces in a manner that does not damage or make them unsuitable for use by others.
- e. Any violation of above sub-clauses (a) - (d), as determined per the procedure laid down in clause(s) 25 and 26, shall invite consequences identified in clause 28.

- f. Further, if common spaces are used in such a manner that it requires housekeeping staff to provide cleaning services out of the ordinary course of their work, then all residents in the particular floor/ wing/ halls of residence (as applicable) shall pay a fine as determined by the RGC, that is then payable to the housekeeping staff providing such services. This obligation shall extend in equal measure to non-residents.

10. Conduct inside the halls of residence

- a. All residents shall conduct themselves in a manner that recognises that the halls of residence are a shared living space and everyone living there has an equal entitlement to the access, use and enjoyment of those spaces. Any violation of this clause, as determined per the procedure laid down in clause(s) 25 and 26, shall invite consequences identified in clause 28.
- b. Residents engaging in any conduct that results in abuse, alienation, discrimination, harassment, intimidation, bullying, hazing, violence, or any other indiscipline in the Halls of Residence, as determined per the procedure laid down in clause(s) 25 and 26, shall invite consequences identified in clause 28.
- c. The halls of residence shall have quiet hours between 10PM to 8AM on all days in order to enable all residents to have some peace and quiet. During these quiet hours residents or students shall not conduct themselves in a manner that creates excessive noise capable of disturbing others, including playing loud music or other audio/video material on speakers, shouting/ loudly singing, etc anywhere in the halls of residence. A violation of the quiet hours in the halls of residence, as determined per the procedure laid down in clause(s) 25 and 26, shall invite consequences identified in clause 28.
- d. The above provisions shall apply in equal measure to all students utilising shared spaces such as gym, dining hall, etc in the halls of residence.

11. Consumption, possession, distribution, sale, or exchange of banned substances

- a. The consumption, procurement, possession, distribution, supply, sale, or exchange of alcohol, tobacco or any illegal substances is strictly prohibited inside the halls of the residence. Any violation of this provision, as determined per the procedure laid down in clause(s) 25 and 26, shall invite consequences identified in clause 28.
- b. Engaging in any conduct prohibited by these regulations in an intoxicated or inebriated state, as determined per the procedure laid down in clause(s) 25 and 26, shall invite consequences identified in clause 28.

12. Events in Common Spaces

- a. Residents and students can use common spaces in the halls of residence on special occasions with prior permission from the Chief Warden and subject to the

conditions provided in the permission. The procedure for such application shall be evolved and communicated to the residents and students by the Chief Warden in consultation with the Wardens.

- b. All such events shall not unduly interfere with the access, use, and enjoyment of halls of residence by others.
- c. Violation of sub-clause(s) (a) & (b), as determined per the procedure laid down in clause(s) 25 and 26, shall invite consequences identified in clause 28.

13. Vacation arrangements

- a. All residents shall be entitled to stay in their rooms in the halls of residence during the December-January vacation.
- b. All residents shall vacate the halls of residence at the end of each academic year by the date to be formally notified by the University and the University will provide facilities for safe storage of their belongings. The University shall not be liable for any loss or damage that might arise from such storage.
- c. At the beginning of the February-June semester, the University shall declare the number of students it can accommodate, if at all, in the halls of residence during the June-July vacations at the end of the academic year. If the demand for vacation accommodation is more than the accommodation on offer during such period, the University shall communicate the selection criteria and procedure for allocation of vacation accommodation. Provided that, in determining such procedure, the University shall not use ranking in the entrance examination or academic performance in the University examinations as criteria.
- d. Unauthorised residence in the University during June-July vacations at the end of the academic year, as determined per the procedure laid down in clause(s) 25 and 26, shall invite consequences identified in clause 28.
- e. The University shall notify the date for vacating the halls of residence and complete the allocation of vacation residence (if at all) within 2 months of the starting of the February-June semester.

14. Leave from halls of residence

If residents wish to stay away from the halls of residence for more than 24 hours, they shall provide information in a manner prescribed by the RGC. It is clarified that permission from the Chief Warden/ Warden shall not be required, but failure to comply with the notified procedure to provide information shall invite appropriate consequences identified in clause 28.

15. Pets

- a. Residents are not allowed to keep pets anywhere in the halls of residence or anywhere inside the campus. Any violations of this clause, as determined per the procedure laid down in clause(s) 25 and 26, shall invite consequences identified in clause 28.

III. Campus Regulations

16. Campus Entry and Exit

- a. All students are free to enter and exit campus at any time subject to the minimal requirements provided in these regulations.
- b. All residents exiting campus before 10PM on all days are only required to log their name, year, course and the accurate time of exit in a manner to be determined by the RGC.
- c. All residents exiting campus after 10PM or intending to stay the night out of campus irrespective of exit time shall, in addition to the requirements in sub-clause(b), also provide their destination and emergency contact number in a manner to be determined by the RGC.
- d. Irrespective of their exit time, all non-resident students shall be required to only comply with sub-clause(b).
- e. Subject to these regulations, no student shall be denied entry into campus for any reason whatsoever and shall only be required to log their time of entry in a manner to be determined by the RGC. No additional barriers to entry into campus shall be placed on students either in terms of written or oral explanations.
- f. The University shall be entitled to share information collected under this clause with parents of students or their emergency contacts in the University's records only in situations where the University apprehends a genuine threat to the student's security and safety. The University shall not share such information in a routine manner.
- g. Any violations of this clause, as determined per the procedure laid down in clause(s) 25 and 26, shall invite consequences identified in clause 28.

17. Movement within Campus and Access to Certain Areas

- a. Subject to the provisions of these regulations, movement within the campus shall not be restricted in any manner.
- b. Subject to the proviso to clause 21(b), the cafeteria, library and the extra seating space being developed in the library lobbies and the auditorium lobby, shall be available for use at all hours except between 7AM to 9AM for maintenance purposes. The use of the First Floor classrooms after 5 PM shall be subject to the permission of the Registrar.

- c. Except as provided in Clauses 6 and 9, non-residents shall not enter Halls of Residence without approval of the Warden.
- d. Any violations of this clause, as determined per the procedure laid down in clause(s) 25 and 26, shall invite consequences identified in clause 28.

18. Quiet Zones

- a. Recognising the interests of multiple stakeholders living on campus, the following areas are designated as quiet zones between 10PM to 7AM on all days:
 - i. The areas bound by and adjoining the Women's Halls of Residence, the University Guest House, Delhi Judicial Academy Residence Halls, Support Staff Residence, Faculty Residence, and the Men's Halls of Residence.
 - ii. The lawn adjoining the University Guest House and the lanes adjoining the VC residence.
- b. In areas designated as quiet zones, no member of the University shall conduct themselves in a manner that creates excessive noise capable of disturbing others, including playing loud music or other audio/video material, or shouting/ loudly singing, etc.
- c. Any violation of this clause, as determined per the procedure laid down in clause(s) 25 and 26, shall invite consequences identified in clause 28.

19. Campus Conduct

- a. All students shall conduct themselves in a manner that recognises that campus is a shared space and that multiple stakeholders have an equal entitlement to the access, use and enjoyment of the campus. Any conduct that amounts to nuisance or unduly interferes in any manner with such access, use and enjoyment of the campus, as determined per the procedure laid down in clause(s) 25 and 26, shall be a contravention of these regulations and shall invite consequences identified in clause 28.
- b. Students engaging in any conduct that results in abuse, alienation, discrimination, harassment, intimidation, bullying, hazing, violence or any other indiscipline on campus, as determined per the procedure laid down in clause(s) 25 and 26, shall invite consequences identified in clause 28.
- c. Conduct prohibited in sub-clause(b) shall invite the same consequences even if a student subjects any member of the University to such conduct outside the campus.
- d. There shall be zero tolerance for violent, abusive, undignified or aggressive behaviour/ conduct towards any member of the University, including non-

teaching staff, support staff, housekeeping staff and security personnel. A violation of this provision, as determined per the procedure laid down in clause(s) 25 and 26, shall invite consequences identified in clause 28.

20. Consumption, Possession, Distribution, Sale, or Exchange of Banned Substances

- a. The consumption, procurement, possession, distribution, supply, sale, or exchange of alcohol, tobacco or any illegal substances is strictly prohibited on the campus. Any violation of this prohibition, as determined per the procedure laid down in clause(s) 25 and 26, shall invite consequences identified in clause 28.
- b. Engaging in any conduct prohibited by these regulations in an intoxicated or inebriated state, as determined per the procedure laid down in clause(s) 25 and 26, shall invite consequences identified in clause 28.

21. University Events

- a. Organising University events on or off the campus by students shall be subject to the procedure to be notified by the University. Failure to follow the notified procedure, as determined per the procedure laid down in clause(s) 25 and 26, shall invite consequences identified in clause 28.
- b. University events under this clause shall be subject to the quiet zone regulations provided in Clause 17.

22. Use of University Facilities (including classrooms/ conference rooms)

- a. Subject to the provisions of these regulations, all infrastructural facilities in the form of rooms and spaces in the University shall be available for use by all students.
- b. The University shall evolve and notify a procedure for booking University facilities mentioned above in sub-clause(a). Failure to follow the notified procedure, as determined per the procedure laid down in clause(s) 25 and 26, shall invite consequences identified in clause 28.
- c. Deleted.

23. Visitors on campus

- a. Subject to Clause 5, students can have visitors on campus between 2.30PM to 7PM. All visitors of students shall be required to provide the requisite details at the time of entering the campus according to the requirements notified by the University.
- b. All such visitors shall be accompanied at all times by the student they are meeting.

c. Deleted

c. Any violation of this clause, as determined per the procedure laid down in clause(s) 25 and 26, shall invite consequences provided in clause 28.

24. Animals on campus

- a. Students, either individually or collectively, are not permitted to maintain or bring any animal on to campus.
- b. The University shall remove any such animals from the campus with compassion and dignity using the services of an established animal rescue service.

IV. *Dispute Resolution*

25. Methods of Dispute Resolution and Determination of Infractions

- a. Under this clause, two main categories are being provided, each with their own separate procedures. They are:
 - i. Complaints from a student/s concerning the conduct of another student/s.
 - ii. Suo motu identification of infractions by the wardens and the Chief Warden.
- b. Complaints from a student/s
 - i. On receipt of a written complaint from a student, the RGC shall make an initial determination in consultation with the student filing the complaint as to whether she would prefer to: (1) have the dispute amicably resolved by the RGC, or; (2) have the matter referred to the Proctorial Board.
 - ii. If the student making the complaint prefers amicable settlement of the dispute between the parties, then the RGC shall nominate a committee consisting of a warden and a Resident Coordinator, who shall mediate the matter. When such mediation is preferred, it shall be initiated within two working days of receiving the request for mediation and shall be completed within two weeks from the date of initiating the mediation.
 - iii. If any party to the mediation is not satisfied with the outcome, or if the mediation process has failed to yield an outcome within two weeks, the concerned party may, within two days of being informed about the outcome/failure of the mediation process, request the RGC to refer the matter to the Proctorial Board for an inquiry. Upon receipt of such a request, the RGC shall necessarily refer the matter to the Proctorial Board

for inquiry within two working days of receiving such a request. Upon such referral the mediation process shall be deemed to have been terminated.

Provided that, at the time of making such a request the complainant shall provide all materials s/he considers relevant in support of her complaint.

- iv. If a student complainant would prefer to have the matter referred directly to the Proctorial Board (instead of opting for an amicable resolution), then the wardens shall complete a preliminary assessment of whether a case for infraction of these regulations has been made out within two working days of receiving such a request. If the wardens are of the view that such a case has been made out, they shall refer the matter to the Proctorial Board for an inquiry immediately on the same day.

Provided that, at the time of making such a request the complainant shall provide all materials s/he considers relevant in support of her complaint.

Further provided that, if the student complainant is aggrieved by the preliminary assessment of the Wardens under this sub-clause, then such complainant can prefer an appeal to the Proctor. The decision of the Proctor to either uphold the assessment by the Wardens or to refer the matter to the Proctorial Board shall be final in that regard.

c. Suo motu identification of infractions

- i. Any warden may identify an infraction for potential reference to the Proctorial Board for an inquiry.
- ii. A reference to the Proctorial Board for an inquiry shall require a majority of the wardens to agree to such a reference. Provided that, for the purposes of this sub-clause, wardens shall also include the Chief Warden. Provided further that, the wardens shall determine whether a reference is to be made within two working days of identifying an infraction for a potential reference.

d. Reference to the Proctorial Board

- i. All references to the Proctorial Board under sub-clause (b) shall comprise a copy of the complaint filed by the student/s and any accompanying materials provided in Clause 25(b)(iii) and 25(b)(iv). A copy of the complaint and any accompanying materials provided in Clause 25(b)(iii) and 25(b)(iv) shall be provided to the student/s against whom such a complaint is being made on the same day as the reference.
- ii. All references to the Proctorial Board under sub-clause (c) shall be in writing. All such references shall clearly provide details of the conduct involved and the provisions of these regulations implicated in such conduct. A copy of such reference shall be provided to the student/s

against whom the reference is being made on the same day as the reference.

26. Proctorial Board and the process of inquiry

- a. Composition of the Proctorial Board - Keeping in mind intersectional diversity, the University shall notify a Proctorial Board for each academic year comprising:
 - i. The Proctor who shall be a Professor in the University and shall be the chairperson and convenor of the Proctorial Board.
 - ii. Two faculty members, who are not the wardens or the Chief Warden.
 - iii. One student convenor, who shall not be a member of the RGC, as an observer. The student convenor shall not have a conflict of interest and shall also not participate in the proceedings in any manner or have a say in the decisions of the Proctorial Board. The student convenor shall also recuse themselves from the deliberations of the Board on the determination of whether there has been an infraction and the appropriate corrective action.
 - iv. The Proctor shall have the power to constitute additional proctorial boards as envisaged above, if the workload so demands.
- b. Process of Inquiry
 - i. On receiving a reference, the Proctorial Board shall make a preliminary assessment, within 2 working days, as to whether a prima facie case of an infraction of these regulations has been made out or not.
 - ii. If the Proctorial Board reaches a decision that no such prima facie case is made out, it shall communicate its decision to the concerned parties and the wardens, immediately on the same day.
 - iii. If the Proctorial Board finds that a prima facie case of infraction is made out, it shall communicate its decision to proceed to a detailed inquiry to all concerned parties and the wardens, immediately on the same day.
 - iv. In a detailed inquiry undertaken by the Proctorial Board, the first step shall be to ask the student/s against whom an infraction is alleged to provide a detailed written response to the alleged infraction/s along with any other materials the student/s might want to adduce, within 5 working days from the date of the decision noted above in clause iii.
 - v. The response including materials received by the Proctorial Board shall be circulated to all concerned parties and the wardens within 2 working days and shall provide all concerned parties and the wardens an opportunity to

submit a written rejoinder, within 5 working days of the receipt of the copy of the response.

- vi. A copy of the rejoinder/s received by the Proctorial Board shall be provided to the student/s against whom the infraction is alleged, within 2 working days.
- vii. On consideration of all the above materials, the Proctorial Board shall make a determination as to whether an oral hearing is required. If the Proctorial Board is of the opinion that it can make a determination on the infraction without an oral hearing, it shall proceed to record its decision in writing with reasons and communicate such decision to all parties concerned and the wardens. Such decisions of the Proctorial Board shall also include the corrective actions being recommended in accordance with clause 28 of these regulations. A copy of the Proctorial Board's decision shall also be forwarded to the Registrar of the University for appropriate implementation.
- viii. If on consideration of all the materials provided in sub-clauses (b)(iv) - (v), the Proctorial Board is of the view that an oral hearing is necessary, it shall issue notice to all parties concerned with details of the time, date, and location of such hearings. The minimum notice shall be 7 working days and such oral hearings shall be concluded within 2 weeks of the date of the notice.

Provided that, concerned student parties shall be permitted to have another student of the University represent them in such an oral hearing.

Provided further that, no party, witness, wardens, or any other persons shall be cross-examined.

- ix. On conclusion of the oral hearing, the Proctorial Board shall proceed to record its decision in writing with reasons and communicate such decision to all parties concerned and the wardens. Such decisions of the Proctorial Board shall also include the corrective actions being recommended in accordance with clause 28 of these regulations. A copy of the Proctorial Board's decision shall also be forwarded to the Registrar of the University for appropriate implementation.
- x. For removal of all doubts, if any of the concerned parties do not avail of the opportunities afforded by Clause 26(b), then the Proctorial Board shall be at liberty to proceed with the matter ex parte as against them.
- xi. The Proctorial Board can extend the time taken to complete any of the stages above as required. However, it shall communicate to all parties concerned the exact duration of such extension at each stage. Provided that the Proctorial Board enquiry shall, under all circumstances, be finished within 6 weeks from date of receiving the reference.

- xii. All stakeholders and participants in these proceedings, including wardens and members of the Proctorial Board, shall be required to maintain confidentiality concerning materials and proceedings.
- xiii. The Proctorial Board shall develop, publish, and circulate to all Faculty Members, Research Associates, and Students, its standard operating procedure that is consistent with these regulations. Such standard operating procedure shall be developed, published, and circulated no later than 8 weeks from the coming into force of these regulations shall necessarily require the approval of the Vice-Chancellor. Any amendments to the standard operating procedure shall be communicated to all Faculty Members, Research Associates and Students, and shall necessarily require the approval of the Vice-Chancellor.

27. Appeal against final decisions of the Proctorial Board

Appeals against final decisions of the Proctorial Board envisaged in clauses 26(b)(vii) and 26(b)(ix) shall lie to the Vice-Chancellor of the University. Only aggrieved student parties may file such an appeal. The decision of the Vice Chancellor shall be final.

28. Corrective Measures

- a. In recommending and determining corrective measures, there shall be a commitment to adopting an approach that is proportionate and appropriate to the nature of the infraction and also the individual concerned.
- b. The corrective measures for infractions of these regulations have been divided into two categories below, Category-A and Category-B. Once the Proctorial Board makes a finding that an infraction of these regulations has occurred, then it shall be mandatory to recommend any one or combination of measures in Category-A. In addition to Category-A measures, the Proctorial Board shall also have the discretion to recommend Category-B measures.

Category A Corrective Measures

- 1. Warning
- 2. Intimation to parents
- 3. Apology (Public/Private)
- 4. Monetary fine
- 5. Community Assistance - this shall be in the nature of providing a defined set of administrative/ academic services to the University for a definite period. This could be assisting University committees in administrative tasks, assisting in remedial classes, contributing to creation of University materials, (Administrative/ Academic Assistance including making all University reports such as SSR,

NAAC, NIRF, Annual report, newsletter, prospectus, taking pictures for University events/ library service)

6. Monetary value of damage caused
7. Suspension from the Halls of Residence for a definite period
8. Expulsion from the Halls of Residence
9. Suspension from the University for a definite period

Category B Corrective Measures

1. Stepping down from any position of responsibility in the University and temporary/ permanent bar on contesting elections in the University.
2. Temporary/ permanent bar on receiving University financial support for participation in any events, including competitions, conferences, workshops, summer or winter schools etc.
3. Temporary/ permanent bar on participating in the University exchange programmes.
4. Temporary/ permanent bar on representing University in any manner.
5. Temporary/ permanent bar on undertaking research assignments or internships with University faculty members or research centres.

29. Amendment and Review of these Regulations

- (a) Amendments to these regulations shall be considered by a committee duly constituted by the Vice-Chancellor.
- (b) The committee after holding necessary consultations shall submit the proposed amendments, if any, to the Vice-Chancellor for consideration and any further action that might be necessary.
- (c) The Vice-Chancellor shall constitute a committee to review these regulations every three years. Such committee shall necessarily have to consult all stakeholders during such review.

30. Authoritative Version

- (a) The authoritative version of these regulations shall be a version signed and stamped on each page by the Vice-Chancellor and that is kept on record in the office of the Vice-Chancellor. A copy of such signed and stamped version shall also be maintained in the office of the Registrar.
- (b) A copy of all successive amendments shall also be maintained in the above manner.

- (c) The authoritative version for all reasons and purposes shall only be the documents maintained in the above manner. In case of any inconsistency between versions being circulated among different stakeholders, the original signed and stamped version (of the original version and the subsequent amendments) maintained in the office of the Vice-Chancellor shall be the authoritative version.

31. Special Regulations for first year

The university reserves the right to prescribe a separate set of regulations for first year students pertaining to hostel and campus. In the event of any conflict between the special regulations and the present regulations, special regulations will prevail. The decision of the Vice Chancellor will be final in this regard.

32. Removal of Difficulties

The Vice Chancellor shall have the authority to issue general directions for the removal of any difficulty in the interpretation or implementation of these regulations.