


HOSTEL FACILITIES

Standard: 1.5.10

Measurable point: Hostel Management Committee

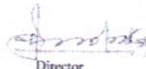


No.AIMS/TSR/DIR/Gen./19/2024/12
07.08.2024


OFFICE ORDER

The Hostel Committee of Amala Institute of Medical Sciences is reconstituted w.e.f. 01.09.2024, with the following members:

1. Fr. Julious Arakkal CMI, Director & General Warden
2. Fr. Antony Mannummel CMI, Associate Director & Asst. General Warden
3. Dr. Betsy Thomas, Principal & Chief Warden
4. Dr. Deepthi Ramakrishnan, Vice Principal & Hostellers' Welfare Personnel
5. Dr. Sr. Anila A.P. (Sr. Julia CHF), Associate Chief Warden - Ladies Hostel (MBBS, HS & PG) & Resident Warden, Ladies Hostel (HS & PG)
6. Dr. Ajith John K., Associate Chief Warden, Gents Hostel (MBBS, HS & PG)
7. Mr. C.T. Simon, Hostel Manager, Gents Hostel (MBBS, HS & PG)
8. Dr. Sr. Moly Clare FCC, Resident Warden, Ladies Hostel (MBBS)
9. Sr. Kochurani FHGS, Resident Warden, Ladies Hostel (MBBS)
10. Sr. Philo Grace FCC, Resident Warden, Ladies Hostel (MBBS)


 Director

To
Concerned members

AMALA INSTITUTE OF MEDICAL SCIENCES (An Undertaking of Amala Cancer Hospital Society), Affiliated to Kerala University of Health Sciences
 Accredited by KIMS with QAS A+ Grade & NABH ISO 9001:2015 Certified Amala Nagar, Thrissur-680 555 Ph: 2487 250 4000
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HOSTEL COMMITTEE MEMBERS



Betsy

Dr. BETSY THOMAS
 MD, FRCOG, DNB, MICOG
 PRINCIPAL
 AMALA INSTITUTE OF MEDICAL SCIENCES
 AMALA NAGAR, THIRISSUR-680 555
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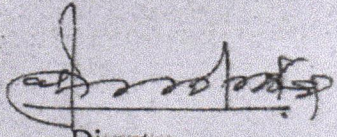
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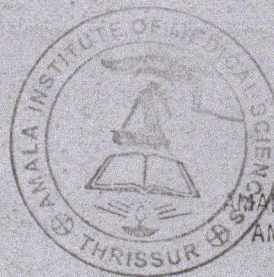
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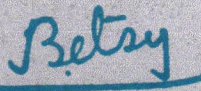
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Director

To
Concerned members





Dr. BETSY THOMAS
MD, FRCOG, DNB, MICOG
PRINCIPAL
AMALA INSTITUTE OF MEDICAL SCIENCES
AMALA NAGAR, THRISSUR-680 555



HOSTEL FACILITIES

Standard: 1.5.10

Measurable point: Hostel Management Committee




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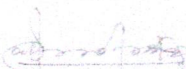
Dr. Ajith John K., Asst. Professor, Dept. of Orthopaedics is hereby appointed as Associate Chief Warden of Chavara and Amala Hostels of Amala Institute of Medical Sciences w.e.f. 01.09.2024.

He will be accountable to the Associate Director and the Principal.

I request all the students to co-operate with him.



Principal





Director

To
Dr. Ajith John K.
Asst. Professor of Orthopaedics

Copy to: Associate Director & Asst. General Warden / Chief Warden /
Hostellers' Welfare Personnel / CAO / Resident Wardens / Hostel Manager



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APPOINTMENT ORDER OF HOSTEL CHIEF WARDEN – SAMPLE COPY

Betsy



Dr. BETSY THOMAS
MD, FRCOG, DNB, MICOG
PRINCIPAL

AMALA INSTITUTE OF MEDICAL SCIENCES
AMALA NAGAR, THRISSUR-680 555

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No.AIMSTSR/DIR/Gen./19/2024/11

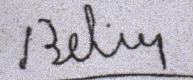
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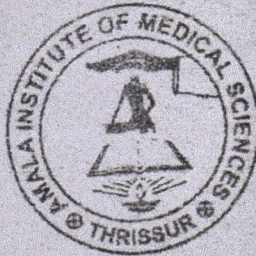
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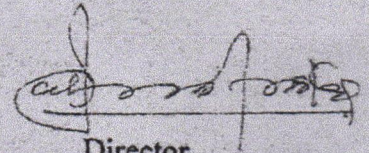
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I request all the students to co-operate with him.


Principal

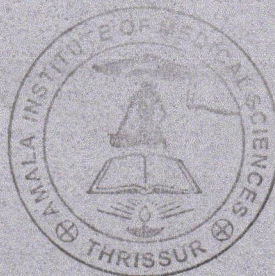


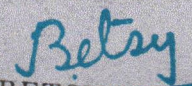

Director

To

Dr. Ajith John K.
Asst. Professor of Orthopaedics

Copy to: Associate Director & Asst. General Warden / Chief Warden /
Hostellers' Welfare Personnel / CAO / Resident Wardens / Hostel Manager




Dr. **BETSY THOMAS**
MD, FRCOG, DNB, MICOG
PRINCIPAL
AMALA INSTITUTE OF MEDICAL SCIENCES
AMALA NAGAR, THRISSUR-680 555



HOSTEL FACILITIES

Standard: 1.5.10

Measurable point: Hostel Management Committee

Minutes of Meeting

Name of Meeting : Hostel Committee Meeting
Venue : DC, Medical College
Date : 3rd September 2024

Attendees Present :
Fr. Julious Arakkal CMI
Fr. Antony Mannummel CMI
Dr. Betsy Thomas
Dr. Deepthi Ramakrishnan
Dr. Sr. Anila A.P. (Sr. Julia)
Dr. Ajith John K.
Sr. Kochurani FHGS
Sr. Philo Grace FCC
Dr. Sr. Moly Clare FCC

REPORT:

- ◆ The meeting commenced with a silent prayer.
- ◆ Fr. Julious Arakkal CMI, Director of AIMS, presided over the meeting.
- ◆ Fr. Antony Mannummel CMI, Associate Director of AIMS, delivered the welcome address.
- ◆ Appointments:
 - Dr. Ajith John K. and Dr. Deepthi Ramakrishnan were selected as the Student Welfare Officers for the Male and Female Hostels, respectively.
 - Dr. Ajith John K., Assistant Professor, Department of Orthopaedics, was appointed as Associate Chief Warden for Chavara and Amala Hostels effective 1st September 2024. Fr. Julious Arakkal CMI handed over the Office Order to Dr. Ajith John K.
- ◆ Reconstitution of Hostel Committee (effective 1st September 2024):
 - Director & General Warden: Fr. Julious Arakkal CMI
 - Associate Director & Assistant General Warden: Fr. Antony Mannummel CMI
 - Principal & Chief Warden: Dr. Betsy Thomas
 - Vice Principal & Hostellers' Welfare Personnel: Dr. Deepthi Ramakrishnan
 - Associate Chief Warden, Ladies Hostel (MBBS, HS & PG) & Resident Warden Ladies Hostel (HS & PG): Dr. Sr. Anila A.P. (Sr. Julia CHF)
 - Associate Chief Warden, Gents Hostel (MBBS, HS & PG): Dr. Ajith John K.
 - Hostel Manager, Gents Hostel (MBBS, HS & PG): Mr. C. T. Simon
 - Resident Warden, Ladies Hostel (MBBS): Dr. Sr. Moly Clare FCC
 - Resident Warden, Ladies Hostel (MBBS): Sr. Kochurani FHGS
 - Resident Warden, Ladies Hostel (MBBS): Sr. Philo Grace FCC

MINUTES OF MEETING – HOSTEL COMMITTEE MEETING – SAMPLE COPY

Betsy

Dr. BETSY THOMAS
MD, FRCOG, DNB, MICOG
PRINCIPAL

AMALA INSTITUTE OF MEDICAL SCIENCES
AMALA NAGAR, THRISSUR-680 555



Amala Institute of Medical Sciences, Thrissur

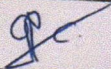
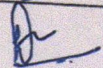
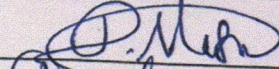
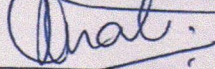
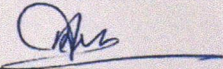
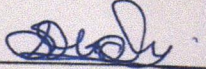

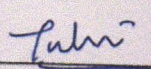
Name of the Meeting : Hostel Committee Meeting

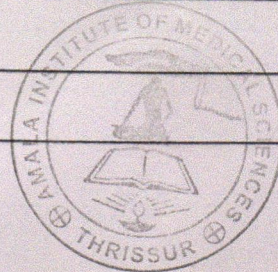
Date : 4th November 2025

Time : 3:00 PM

Venue : IQAC Office

Attendance Sheet

| Sl. No. | Name | Signature |
|---------|--------------------------|---|
| 1 | Dr. Ajith John K. |  |
| 2 | Dr. Deepthi Ramakrishnan |  |
| 3 | PRINCE K. ALAPPATT |  |
| 4 | Charles Babu |  |
| 5 | Sr. Ansumin |  |
| 6 | Sr. Kochusoni |  |
| 7 | Sr. Moly Clare |  |
| 8 | Dr. Sr. Julia |  |
| 9 | | |
| 10 | | |
| 11 | | |
| 12 | | |
| 13 | | |
| 14 | | |
| 15 | | |



Minutes of Meeting

Name of Meeting : Hostel Committee Meeting

Venue : Forensic Demo Hall, Medical College

Date : 4th November 2025

Attendees Present :

Dr. Ajith John K.

Dr. Deepti Ramakrishnan

Dr. Sr. Moly Clare FCC

Sr Kochurani FHGS

Sr. Asmin

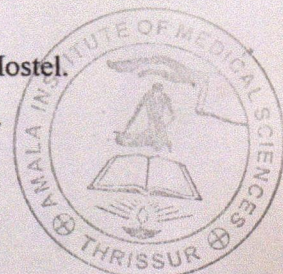
Dr. Sr. Julia

Prince K Alappatt

Charles Baby

REPORT:


- ❖ The meeting began with a silent prayer.
- ❖ Dr. Ajith John K, Associate Chief Warden, presided over the meeting and delivered the welcome
- ❖ Dr. Deepti Ramakrishnan, Vice Principal & Hostellers' Welfare Personnel, invited the committee members to share suggestions for improving hostel facilities.
- ❖ Discussed matters related to new admissions and newcomers.
- ❖ The committee decided to recommend to the management that permanent guards be assigned to one hostel for at least six months before being shifted to another hostel
- ❖ It was proposed to have a common set of rules applicable to all hostels, including those of nursing students
- ❖ And having a common rule for all hostels including nursing students
- ❖ Car parking facility for house surgeons: No written rule or facility currently exists. Dr. Ajith will meet concerned individuals who have raised complaints
- ❖ A study hall for students is required in Devananda hostel.
- ❖ Anti-Ragging Squad: Visits should be made more regular. The names of Dr. Ajith and the hostel wardens need to be remove in the squad list. Greater clarity on the squad's functioning is required, and timings should be made convenient for doctors. It was also suggested that each squad list include the contact person (warden) with a specific code.
- ❖ The PG Hostel requires a name; the suggested name was St. Thomas Hostel.
- ❖ Complaint and suggestion boxes need to be implemented in all hostels.

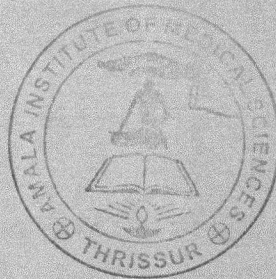


- ❖ PG Hostel rooftop repair is still pending and needs immediate attention.
- ❖ The meeting concluded with a decision to convey the requirements for improvement to the management.

Minutes prepared by : Ms. Alen Joy
Office Associate

Verified by


: Dr. Ajith John K. CHIEF ASSO. HOSTEL WARDEN
Associate Chief Warden AMALA INSTITUTE OF MEDICAL SCIENCES
THRISSUR



Minutes of Meeting

Name of Meeting : Ladies Hostel Wardens Meeting

Venue : Devamatha Hostel

Date : 6th August 2025

Time : 5:00 PM

Attendees Present :

Dr. Sr. Moly Clare FCC, Resident Warden, Ladies Hostel (MBBS) - Devamatha Hostel

Sr. Ansmin (Annakutty P J), Resident Warden, Ladies Hostel (MBBS) - Matha Hostel

Sr. Kochurani FHGS, Resident Warden, Ladies Hostel (MBBS) - Ayurveda Hostel

Dr. Deepti Ramakrishnan, Vice Principal & Hostellers' Welfare Personnel

Apologies

Dr. Sr. Anila A.P. (Sr. Julia CHF), Associate Chief Warden – Ladies Hostel (MBBS, HS & PG) & Resident Warden, Ladies Hostel (HS & PG)

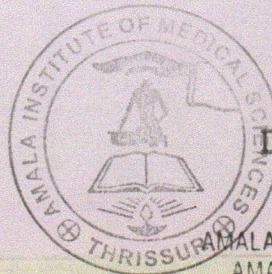
REPORT:

- ❖ The meeting commenced with a silent prayer.
- ❖ Dr. Sr. Moly Clare FCC, Resident Warden, presided over the meeting.
- ❖ Discussed the shifting of students between hostels.
- ❖ 2025 batch (when the classes commence) will be accommodated in Ayurveda and Matha Hostel.
- ❖ 2024 batch will continue to stay in Devamatha Hostel.
- ❖ **2023 batch will shift to Devamatha Hostel.**
- ❖ 2022 batch will remain in Matha Hostel.
- ❖ 2021 batch will remain in Devamatha Hostel.
- ❖ The probable date for shifting the 2023 batch is September 3rd afternoon.
- ❖ 2020 batch must vacate Devamatha Hostel by August 12th, as their exams will finish by August 7th.
- ❖ A request letter will be forwarded to Rev. Father to issue the necessary order.

Minutes prepared by : Ms. Alen Joy
Office Associate



Verified by : Dr. Sr. Moly Clare FCC,
Resident Warden, Ladies Hostel (MBBS) - Devamatha Hostel



Betsy

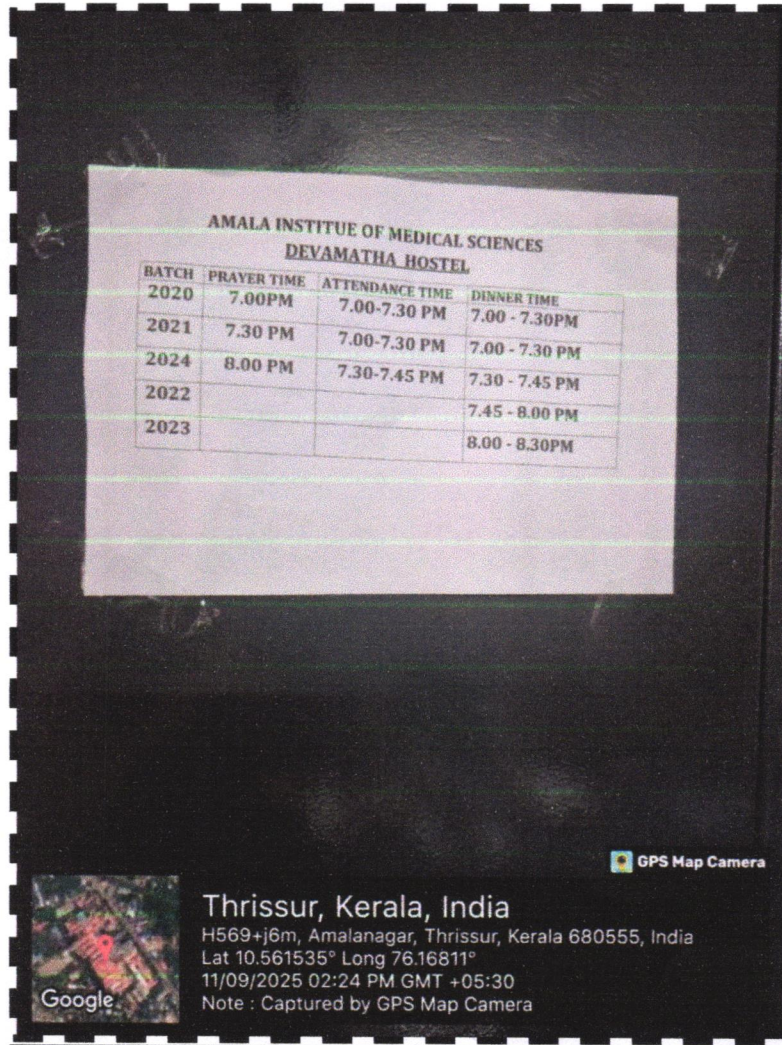
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AMALA INSTITUTE OF MEDICAL SCIENCES
AMALA NAGAR, THRISSUR-680 555

HOSTEL FACILITIES

Standard: 1.5.10

Measurable point: Hostel Management Committee



RULES -DISPLAY

Betsy
DR. BETSY THOMAS
MD, FRCOG, DNB, MICOG
PRINCIPAL
AMALA INSTITUTE OF MEDICAL SCIENCES
AMALA NAGAR, THRISSUR-680 555



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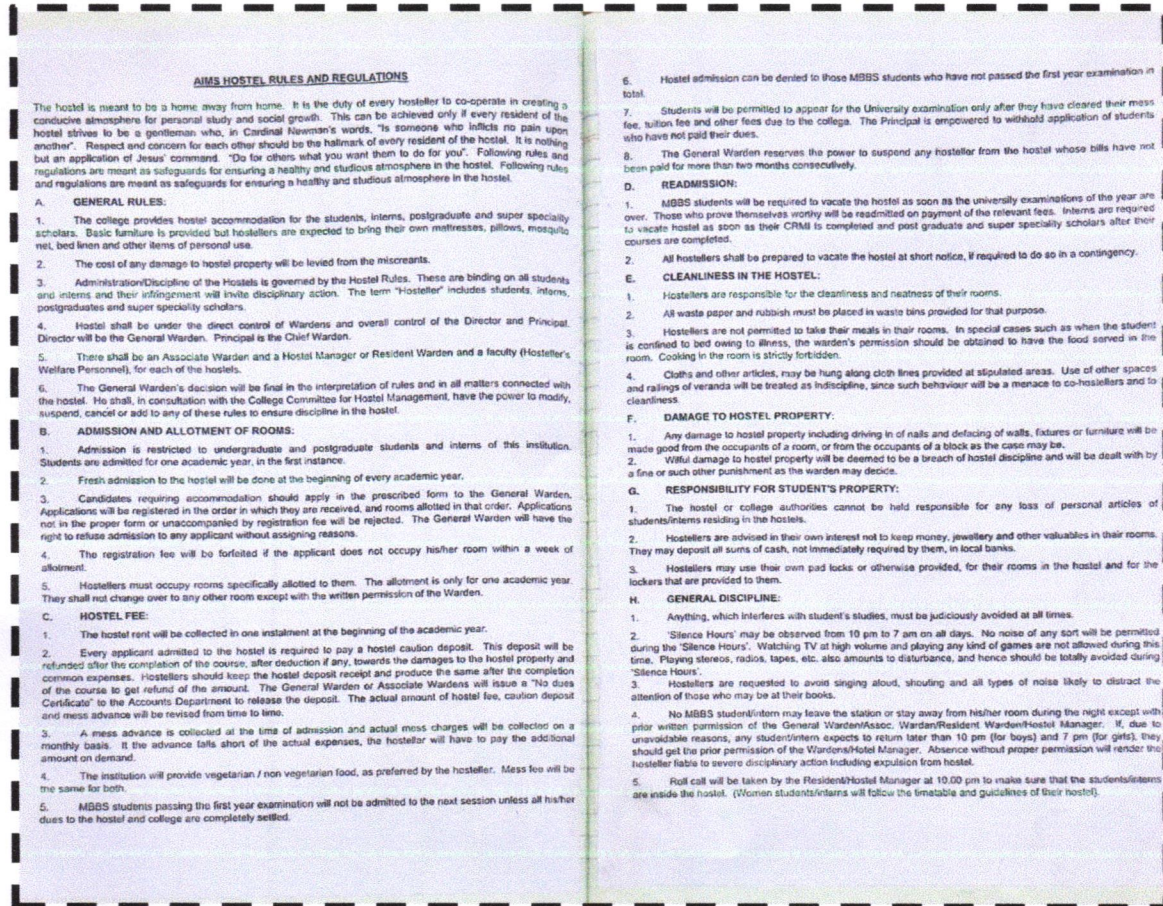




HOSTEL FACILITIES

Standard: 1.5.10

Measurable point: Hostel Management Committee



HOSTEL RULES AND REGULATIONS – SAMPLE COPY



Betsy

Dr. BETSY THOMAS
MD, FRCOG, DNB, MICOG
PRINCIPAL
AMALA INSTITUTE OF MEDICAL SCIENCES
AMALA NAGAR, THRISSUR-680 555
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HOSTEL FACILITIES

Standard: 1.5.10

Measurable point: Hostel Management Committee

| Date | Name | Batch | MOB NO | Room No | Complaint Details | Action Taken | Sign | Remarks |
|--------------------|--------------------------|--------------|---------------------------|------------|--|-----------------|--------------------|----------------|
| 20/7/25 | Charita Beth | | | | Water Logging in all Sun shades esp Room no 420 | Informal | <i>[Signature]</i> | Clear |
| 22/7/25 | Charita Beth | | | | Telc Connection to 12th floor workshop in mess kitchen (only outgoing network) | Complained | <i>[Signature]</i> | Mr Meni 82900 |
| | | | | 316 | Fan Complaint | Complained | | Clear |
| 22/7/25 24/7/25 | Suresh Dny Shrestha A | 2020 2020 | 922602808 922710962 | 421 316 | Fan complaint Fan complaint | | <i>[Signature]</i> | Clear Clear |
| 28/7/25 | Study Room | | | | 2nd floor room | Hotel assistant | | Clear |
| 25/7/25 | Prinice | 11/07 | Office No | | Heater not working | | <i>[Signature]</i> | |
| 25/7/25 | Prinice | 11/07 | Office No | | 3rd floor B | Complained | <i>[Signature]</i> | Clear |
| 28/7/25 | Charita | 2021 | | | Tube not working | | | Clear |
| 21/7/25 | Deva Patel | 2021 | 9579589999 (922602808) | | AC CB Trip | Complained | <i>[Signature]</i> | Clear |
| 21/07/25 | Chris | 2023 | 8212167109 | | 303 Bathroom Tiger not work | | <i>[Signature]</i> | Clear |
| 21/07/25 | Pca Hostel | | | | 209/208 light switches (inform) not working | | <i>[Signature]</i> | Clear |
| 31/7/25 | Thomas Jess | 2021 | 7356020106 | 2nd floor | Soap stand lost due to loose screw (P.G. with bathroom) | | <i>[Signature]</i> | Clear |


COMPLAINT REGISTER FOR FEEDBACK – SAMPLE COPY

Date: 28/11/2025
 Place: Thrissur



return
 Dr. BETSY THOMAS
 MD, FRCOG, DNB
 PRINCIPAL

AMALA INSTITUTE OF MEDICAL SCIENCES
 AMALA NAGAR, THRISSUR - 686 561

Amala Institute of Medical Sciences (An Undertaking of Amala Cancer Hospital Society)
 Affiliated to Kerala University of Health Sciences Accredited by KUHS with QAS A+ Grade &
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 Ph: +91 487 2304000, 2304070 | Fax: +91 487 2307969 | urooncology@amalaim.org
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AIMS HOSTEL RULES AND REGULATIONS

The hostel is meant to be a home away from home. It is the duty of every hosteller to co-operate in creating a conducive atmosphere for personal study and social growth. This can be achieved only if every resident of the hostel strives to be a gentleman who, in Cardinal Newman's words, "is someone who inflicts no pain upon another". Respect and concern for each other should be the hallmark of every resident of the hostel. It is nothing but an application of Jesus' command. "Do for others what you want them to do for you". Following rules and regulations are meant as safeguards for ensuring a healthy and studious atmosphere in the hostel. Following rules and regulations are meant as safeguards for ensuring a healthy and studious atmosphere in the hostel.

A. GENERAL RULES:

1. The college provides hostel accommodation for the students, interns, postgraduate and super speciality scholars. Basic furniture is provided but hostellers are expected to bring their own mattresses, pillows, mosquito net, bed linen and other items of personal use.
2. The cost of any damage to hostel property will be levied from the miscreants.
3. Administration/Discipline of the Hostels is governed by the Hostel Rules. These are binding on all students and interns and their infringement will invite disciplinary action. The term "Hosteller" includes students, interns, postgraduates and super speciality scholars.
4. Hostel shall be under the direct control of Wardens and overall control of the Director and Principal. Director will be the General Warden. Principal is the Chief Warden.
5. There shall be an Associate Warden and a Hostel Manager or Resident Warden and a faculty (Hosteller's Welfare Personnel), for each of the hostels.
6. The General Warden's decision will be final in the interpretation of rules and in all matters connected with the hostel. He shall, in consultation with the College Committee for Hostel Management, have the power to modify, suspend, cancel or add to any of these rules to ensure discipline in the hostel.

B. ADMISSION AND ALLOTMENT OF ROOMS:

1. Admission is restricted to undergraduate and postgraduate students and interns of this institution. Students are admitted for one academic year, in the first instance.
2. Fresh admission to the hostel will be done at the beginning of every academic year.
3. Candidates requiring accommodation should apply in the prescribed form to the General Warden. Applications will be registered in the order in which they are received, and rooms allotted in that order. Applications not in the proper form or unaccompanied by registration fee will be rejected. The General Warden will have the right to refuse admission to any applicant without assigning reasons.
4. The registration fee will be forfeited if the applicant does not occupy his/her room within a week of allotment.
5. Hostellers must occupy rooms specifically allotted to them. The allotment is only for one academic year. They shall not change over to any other room except with the written permission of the Warden.

C. HOSTEL FEE:

1. The hostel rent will be collected in one instalment at the beginning of the academic year.
2. Every applicant admitted to the hostel is required to pay a hostel caution deposit. This deposit will be refunded after the completion of the course, after deduction if any, towards the damages to the hostel property and common expenses. Hostellers should keep the hostel deposit receipt and produce the same after the completion of the course to get refund of the amount. The General Warden or Associate Wardens will issue a "No dues Certificate" to the Accounts Department to release the deposit. The actual amount of hostel fee, caution deposit and mess advance will be revised from time to time.
3. A mess advance is collected at the time of admission and actual mess charges will be collected on a monthly basis. If the advance falls short of the actual expenses, the hosteller will have to pay the additional amount on demand.
4. The institution will provide vegetarian and non-vegetarian food, as preferred by the hosteller. Mess fee will be the same for both.
5. MBBS students passing the first year examination will not be admitted to the next session unless all his/her dues to the hostel and college are completely settled.

6. Hostel admission can be denied to those MBBS students who have not passed the first year examination in total.
7. Students will be permitted to appear for the University examination only after they have cleared their mess fee, tuition fee and other fees due to the college. The Principal is empowered to withhold application of students who have not paid their dues.

8. The General Warden reserves the power to suspend any hosteller from the hostel whose bills have not been paid for more than two months consecutively.

D. READMISSION:

1. MBBS students will be required to vacate the hostel as soon as the university examinations of the year are over. Those who prove themselves worthy will be readmitted on payment of the relevant fees. Interns are required to vacate hostel as soon as their CRMI is completed and post graduate and super speciality scholars after their courses are completed.
2. All hostellers shall be prepared to vacate the hostel at short notice, if required to do so in a contingency.

E. CLEANLINESS IN THE HOSTEL:

1. Hostellers are responsible for the cleanliness and neatness of their rooms.
2. All waste paper and rubbish must be placed in waste bins provided for that purpose.
3. Hostellers are not permitted to take their meals in their rooms. In special cases such as when the student is confined to bed owing to illness, the warden's permission should be obtained to have the food served in the room. Cooking in the room is strictly forbidden.
4. Cloths and other articles, may be hung along cloth lines provided at stipulated areas. Use of other spaces and railings of veranda will be treated as indiscipline, since such behaviour will be a menace to co-hostellers and to cleanliness.

F. DAMAGE TO HOSTEL PROPERTY:

1. Any damage to hostel property including driving in of nails and defacing of walls, fixtures or furniture will be made good from the occupants of a room, or from the occupants of a block as the case may be.
2. Wilful damage to hostel property will be deemed to be a breach of hostel discipline and will be dealt with by a fine or such other punishment as the warden may decide.

G. RESPONSIBILITY FOR STUDENT'S PROPERTY:

1. The hostel or college authorities cannot be held responsible for any loss of personal articles of students/interns residing in the hostels.
2. Hostellers are advised in their own interest not to keep money, jewellery and other valuables in their rooms. They may deposit all sums of cash, not immediately required by them, in local banks.
3. Hostellers may use their own pad locks or otherwise provided, for their rooms in the hostel and for the lockers that are provided to them.

H. GENERAL DISCIPLINE:

1. Anything, which interferes with student's studies, must be judiciously avoided at all times.
2. 'Silence Hours' may be observed from 10 pm to 7 am on all days. No noise of any sort will be permitted during the 'Silence Hours'. Watching TV at high volume and playing any kind of games are not allowed during this time. Playing stereos, radios, tapes, etc. also amounts to disturbance, and hence should be totally avoided during 'Silence Hours'.
3. Hostellers are requested to avoid singing aloud, shouting and all types of noise likely to distract the attention of those who may be at their books.
4. No MBBS student/intern may leave the station or stay away from his/her room during the night except with prior written permission of the General Warden/Assoc. Warden/Resident Warden/Hostel Manager. If, due to unavoidable reasons, any student/intern expects to return later than 10 pm (for boys) and 7 pm (for girls), they should get the prior permission of the Wardens/Hostel Manager. Absence without proper permission will render the hosteller liable to severe disciplinary action including expulsion from hostel.
5. Roll call will be taken by the Resident/Hostel Manager at 10.00 pm to make sure that the students/interns are inside the hostel. (Women students/interns will follow the timetable and guidelines of their hostel).

6. If any hosteller wishes to leave the station temporarily, they should apply to the General Warden/Assoc. Warden/Resident Warden/Hostel Manager in writing, stating the date and time of his/her departure and returning and also the place to which he/she is going. In case of MBBS students where parents are abroad formal approval of the local guardian may be obtained before the request is forwarded to the Warden. The student/intern/postgraduate scholar should give the postal address and telephone numbers of the place where he would be residing temporarily.

7. Hostellers who go out must inform the Resident Warden, write the full details in the Hostel Exit Book before they leave for home and in Movement Register whenever they go out of campus.

8. Wardens or their representatives may enter any room for verification at any time of the day or night. Hostellers are strictly prohibited from taking any one of the opposite gender inside the hostel.

9. Hostellers may not bring two wheelers or four wheelers into the campus.

10. Hostellers should take food from hostel mess itself.

11. Hostellers are warned against smoking, chewing pan, pan masalas, etc. or taking or bringing drinks and prohibited drugs within the college and the hostel campus. Coming to the hostel/college campus under the influence of liquor/drugs etc. is punishable offence.

12. Hostellers are strictly prohibited from using or keeping explosives inside and outside hostel.

13. If anybody is found guilty of any criminal activity, they will be dismissed from the college and the hostel with immediate effect.

14. If a hosteller does not pay their dues in time, caution deposit will be used to meet such dues, and he/she will be asked to vacate the hostel.

15. Members are not permitted to convene meetings of any sort anywhere within the hostel or its premises, nor shall any circular or subscription list be taken round without the prior written permission of the Warden/Assoc. Warden.

16. Preventing or threatening the hostel employees from discharging their duties is a grave offence which will render a hosteller liable to be suspended or dismissed from the hostel.

17. Foods items will be kept in the dining hall for one hour. Hostellers are supposed to come in time, and leave the dining hall within half an hour. Hostellers may make suggestions/complaints to the catering staff, through the Hostel Manager/Associate Manager only.

18. MBBS students will be permitted to go home only if they get 2 holidays or more in a row. If anybody wants to go home on other days, they should get prior permission from the Principal and General/Assoc./Resident Warden/Hostel Manager. Hostellers should submit 'Hostel Exit Form' to the Resident Warden/Hostel Manager before leaving the hostel and also carry the hostel return slip which should be brought back signed by the parent. Parent's request should reach the Principal well in advance.

19. Hostellers may not enter others' rooms. Vacant rooms are not supposed to be used by them. They are supposed to keep their belongings only in the rooms allotted to them. Hostellers are not supposed to take away the furniture and newspapers kept in the common place.

20. Every hosteller is responsible for the articles inside the rooms allotted to them. In case of damage, they have to report it to the Resident Warden/Hostel Manager.

21. Since the doors and windows are fitted with glasses, there is chance of breakage. Each hosteller is responsible for breakage of glass of his/her room.

22. Eatables from outside are strictly prohibited inside the hostel.

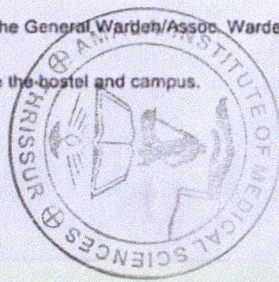
23. Hostellers should not use any electric appliances (kettle, heater, audio-video machines, etc.) in the room without prior permission from the General Warden. If found out they will be required to pay fine. While leaving the room hostellers are to switch off the light and fan in that room.

24. Group study can be done in the space allotted between 9 pm and 10:30 pm. It should not, however, disturb the atmosphere of study in the hostel.

25. If a hosteller falls sick, then the matter should be intimated to the General Warden/Assoc. Warden/Resident Warden or Hostel Manager immediately.

26. Hostellers are supposed to wear neat and modest dress inside the hostel and campus.

27. Any kind of political activity is strictly prohibited in the hostel.



AMALA INSTITUTE OF MEDICAL SCIENCES
MAA NAGAR, THRISSUR-680 555
PRINCIPAL

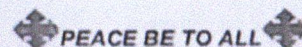
DR. BETSY THOMAS
MD, FRCOG, DNB, MICOG

Sign of Parent

Betsy

Sign of Pupil

AMALA INSTITUTE OF MEDICAL
SCIENCES, THRISSUR



28. Those who show suicidal tendency or symptoms of mental illness will not be permitted to live in the hostel.
29. Ragging is strictly prohibited on the campus and a hosteller who violates this rule will be expelled from hostel forthwith and the matter will be reported to the Principal, University and Police for further action. (For details, see the directive on ragging).
30. Hostellers are to strictly follow the special instructions and arrangements, if any, from Authorities, during Endemics, Epidemics, or Pandemics.
31. Misconduct or breach of any of these rules will invite fine, suspension or dismissal from the hostel.
- I. OUTSIDERS:**
1. Hostellers are not permitted to let their rooms to be used by outsiders including day scholars at any time of the day or night.
 2. Visitors to the hostel should report to the Resident Warden/Hostel Manager and should wait in the visitors' room to meet the hostellers. Visitors are not permitted to go inside the hostel rooms without the prior permission of the Resident Warden/Hostel Manager. Permission may not be presumed.
- J. SPECIAL RULES FOR WOMEN HOSTELLERS:**
1. All residents must return to the hostel before 7 pm unless they have obtained a late pass from the Resident Warden/Assoc. Warden/Hostel Manager.
 2. Visitors are allowed between 4 pm and 6.30 pm on all days. Visitors may be seen only in visitor's room. Any hosteller wishing to see a visitor at any other time shall first obtain the permission of the Resident Warden/Assoc. Warden/Hostel Manager.
 3. Every hosteller shall, before seeing the visitor, make the following entries in the book kept for the purpose. This book has to be countersigned daily by Resident Warden/Hostel Manager at 7 pm.
 - * Name of the visitor, designation and address.
 - * His or her relationship with the hosteller.
 - * Signature of the hosteller with name and date.

Why is it important to abide by the rules? - Fostering a sense of responsibility and accountability: By following the rules, we show that we are answerable and liable for our action.

Certificate of Undertaking by the Resident's

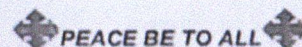
(To be signed by Parents and Pupil's)

I, _____, hereby promise to abide by the rules and regulations concerning admission, attendance, discipline, etc. of AIMS, Chavara Boy's Hostel. I will strictly adhere to the code of conduct as laid down by the Hostel Rules and Regulations, which covers the resident's Conduct and Discipline etc.

Sign of Parent

Sign of Pupil

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SCIENCES, THRISSUR



HOSTEL RULES AND REGULATIONS

The hostel is meant to be a home away from home. It is the duty of every hosteller to co-operate in creating a conducive atmosphere for personal study and social growth. This can be achieved only if every resident of the hostel strives to be a gentleman who, in Cardinal Newman's words, "Is someone who inflicts no pain upon another". Respect and concern for each other should be the hallmark of every resident of the hostel. It is nothing but an application of Jesus' command: "Do for others what you want them to do for You". Following rules and regulations are meant as safeguards for ensuring a healthy and studious atmosphere in the hostel.

A. GENERAL RULES:

1. The college provides hostel accommodation for the students, interns, postgraduate and super speciality scholars. Basic furniture is provided but hostellers are expected to bring their own mattresses, pillows, mosquito net, bed linen and other items of personal use.
2. The cost of any damage to hostel property will be levied from the miscreants.
3. Administration/ Discipline of the Hostels is governed by the Hostel Rules. These are binding on all students and interns and their infringement will invite disciplinary action. The term "Hosteller" includes students, interns, postgraduate and super speciality scholars.
4. Hostel shall be under the direct control of Wardens and overall control of the Director and Principal. Director will be the General Warden. Principal is the Chief Warden.



5. MBBS student passing the first year examination will not be admitted to the next session unless all his / her dues to the hostel and college are completely settled.

6. Hostel admission can be denied to those MBBS students who have not passed the first year examination in toto.

7. Students will be permitted to appear for the University examination only after they have cleared their mess fee, tuition fee and other fees due to the college. The Principal is empowered to withhold application of students who have not paid their dues.

8. The General Warden reserves the power to suspend any hosteller from the hostel whose bills have not been paid for more than two months consecutively.

D. READMISSION:

1. MBBS students will be required to vacate the hostel as soon as the university examinations of the year are over. Those who prove themselves worthy will be readmitted on payment of the relevant fees. Interns are required to vacate hostel as soon as their CRMI is completed and post graduate and super speciality scholars after their courses are completed.

2. All hostellers shall be prepared to vacate the hostel at short notice, if required to do so in a contingency.



E. CLEANLINESS IN THE HOSTEL:

1. Hostellers are responsible for the cleanliness and neatness of their rooms.
2. All waste paper and rubbish must be placed in receptacles provided for that purpose.
3. Hostellers are not permitted to take their meals in their rooms. In special cases such as when the student is confined to bed owing to illness, the warden's written permission should be obtained to have the food served in the room. Cooking in the room is strictly forbidden.
4. Clothes and other articles, may be hung along cloth lines provided at stipulated areas. Use of other spaces and railings of verandha will be treated as indiscipline, since such behavior will be a menace to co-hostellers and to cleanliness.

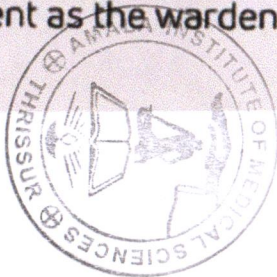
F. DAMAGE TO HOSTEL PROPERTY:

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AMALA INSTITUTE OF MEDICAL SCIENCES
AMALA NAGAR, THRISSUR-680 555

DR. BETSY THOMAS
MD, FCCOG, DNB, MICOG
PRINCIPAL

Betsy





HOSTEL FACILITIES

Standard: 1.5.10

Measurable point: Hostel Management Committee

GIRLS' HOSTEL POLICY

Institution Name : Amala Institute of Medical Sciences
 Affiliated to : Kerala University of Health Sciences (KUHS)
 Policy Effective From :
 Approved By : Principal & Hostel Management Committee

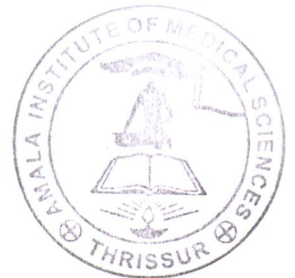
1. **Purpose:** This policy governs the administration, discipline, safety and welfare of female students residing in the girls' hostel of the medical college, ensuring a secure and conducive living environment for academic and personal development

2. **Hostel Administration:**
 The hostel is under the supervision of the Chief Warden, assisted by a Resident Warden.
 The Hostel Management Committee (HMC) monitors the functioning of the hostel and includes representatives from faculty, administration, and student residents.
 Emergency contact numbers (Warden, Ambulance, Hospital) are displayed at hostel entrances.

3. **Admission and Allotment:**
 Hostel admission is granted only to bonafide female students of the institution.
 Allotment of rooms is done by the warden based on availability and seniority.
 Students must submit a duly filled hostel application form with passport-sized photographs, parent/guardian consent, and medical fitness certificate.

4. **Code of Conduct:**
 Residents are expected to maintain discipline, decorum, and cleanliness at all times.
 Ragging is strictly prohibited as per UGC and MCI/NMC regulations; any violations will lead to immediate expulsion and legal action.
 Possession or consumption of alcohol, drugs, or tobacco within hostel premises is strictly banned.
 Silence hours (10 PM to 6 AM) must be observed to facilitate academic study and rest.
 Attendance is mandatory during roll call and surprise checks may be conducted.

5. **Guest Policy:**
 No overnight stay of guests is permitted without prior written permission from the warden.
 Visitors are allowed only during designated visiting hours: 4 PM to 7 PM on weekdays, 10 AM to 5 PM on Sundays and holidays.
 Visitors must sign the visitor logbook at the entrance gate.



GIRLS' HOSTEL POLICY

Betsy

DR. BETSY THOMAS
MD, FRCOG, DNB, MICOG

PRINCIPAL Page 6 of 9



GIRLS' HOSTEL POLICY

Institution Name : Amala Institute of Medical Sciences
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Betsy

Dr. BETSY THOMAS

MD, FRCOG, DNB, MICOG

PRINCIPAL

AMALA INSTITUTE OF MEDICAL SCIENCES
AMALA NAGAR, THRISSUR-680 555

6. Mess and Dining Rules:

Dining is permitted only in the designated mess area.

Students are expected to follow hygiene and food etiquette.

Mess fee is payable monthly/semester-wise; food wastage is discouraged.

Feedback and grievances can be submitted through the mess suggestion box or monthly review meetings.

7. Safety and Maintenance:

CCTC Surveillance is installed in common areas and entrances.

Fire extinguishers and emergency exits are maintained as per safety norms.

Any maintenance issues must be reported to the hostel office in writing.

Residents are responsible for maintaining hostel property; damages will be charged accordingly.

8. Health and Wellbeing:

A **Sick room** with first-aid is available.

In case of illness, residents must inform the warden and may be referred to the college hospital.

Regular health checks and counselling sessions may be organized.

9. Prohibited items:

Electrical appliances (heaters, coils, and induction stoves), weapons, and flammable materials are not allowed in rooms.

Use of loudspeakers or music systems is restricted.

10. Disciplinary Action:

Violation of hostel rules will result in disciplinary action including warnings, suspension, fines, or expulsion based on the severity of misconduct.

A record of such actions will be maintained in the **student conduct register**.

11. Documents Maintained:

Admission Register

Visitor Logbook

Sick Room Register

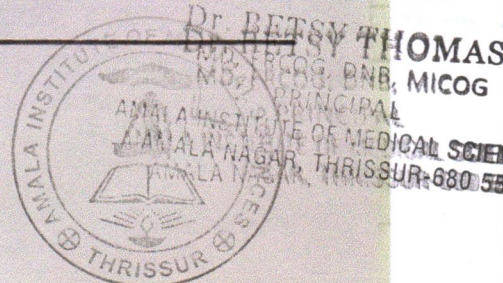
Hostel Policy Acknowledgement Form (signed by students)

Attendance Log

Complaint/Suggestion Register

Hostel Committee Meeting Minutes

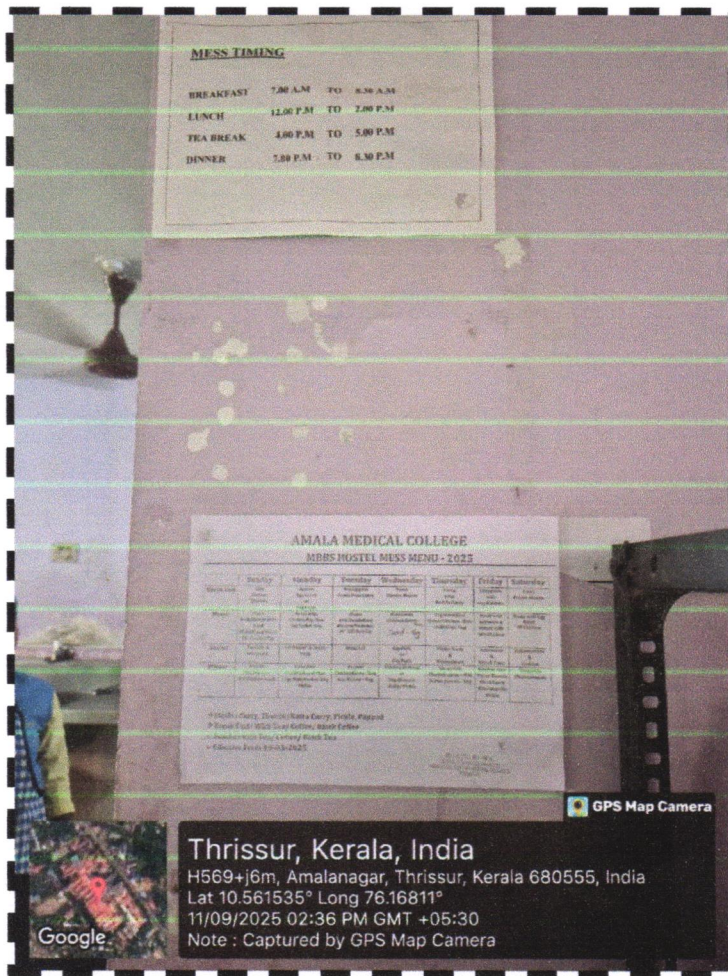
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HOSTEL FACILITIES

Standard: 1.5.10

Measurable point: Hostel Management Committee



MESS TIMINGS AND PLANNED MENU DISPLAY

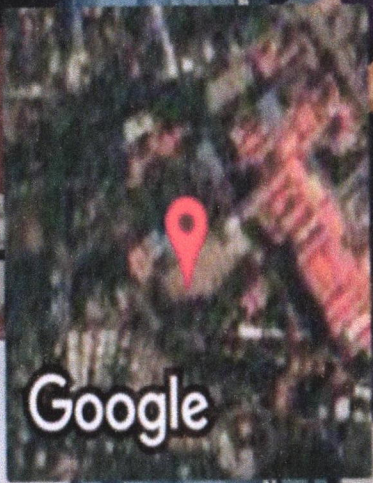
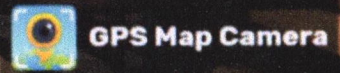
Betsy

DR. BETSY THOMAS
M.D. (Pathology) MCOG





Betty
PETER THOMAS
D. FRCCG, D.M.B, MICOG
Kerala Institute of Health Sciences
Medical College
A Nagar, Thrissur-680 552



Thrissur, Kerala, India
Lat 10.561228° Long 76.166237°
Plus Code : 7J2RH568+FF
27/06/25 08:41 AM GMT +05:30
Note : Captured by GPS Map Camera



HOSTEL FACILITIES

Standard: 1.5.10

Measurable point: Hostel Management Committee

| Sl No | NAME & INITIALS | BATCH | | Lock No | CHAIRS | COT | | | Remarks / MOB NO: |
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INVENTORY REGISTER – SAMPLE COPY




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AMALA NAGAR, THRISSUR-680 555



| SI NO | NAME & INITIALS | BATCH NO | ROOM NO | LOCK NO | CHAIRS |
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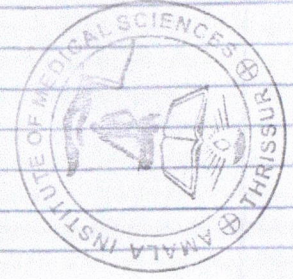


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