

KHYBER MEDICAL COLLEGE, PESHAWAR

HOSTEL RULES AND REGULATIONS

Accommodation in hostels is a privilege and cannot be claimed as a matter of right. Accommodation being limited in hostels may not be provided to all the applicants and will be provided only on the availability of seats in hostels. The residential accommodation is an equal and merit based opportunity and preference is given only to those applicants who hail from far-off places.

Note: Due to the lack of space/accommodation in KMC, the hostel facility will not be allowed to the Final year students, after their annual examination and they are bound to vacate rooms and leave Hostels immediately.

Proper boarding, lodging and mess facilities are available to the residents in each hostel. The mess in each hostel operates on a no-profit no-loss basis.

Each hostel is looked after by a resident warden, who is responsible for the implementation of hostel rules, maintenance of order and discipline in the hostel. The Resident Warden is the first point of contact between the Resident students and college administration.

All complaints regarding any student or member of hostel staff, any queries and any problems relating to hostel shall be reported to Resident warden. Students must never take matters into their own hands. Bearers and other staff have been provided in each hostel to facilitate resident students. Chief Provost will supervise the Resident wardens in the discharge of their duties and he will serve as the overall in-charge of the hostels and sets policy guidance of the hostel administration.

Security officer will supervise a team of highly trained security guards. Security guards will perform duty on the gates of the hostels who will only allow lawful residence into hostels. Security officer will be overall in charge of security of hostels. He can any time visit rooms of any hostel at any time for control of drugs/weapons.

The residents of hostels are required to abide by the rules and regulations laid down in this prospectus and notified from time to time by the hostel administration. Misconduct by any resident student may be punished directly by the Resident warden with a fine of up to Rs. 10000/- or it may be reported to the Hostel Correction and Reforms Committee for further action. The Hostel Correction and Reforms Committee may forward any case to College Correction and Reforms Committee (CDC), if it deems fit.

1. **ADMISSION**

1.1 Hostel admission will be granted only to those students who are on regular rolls of the college

1.2 Students requiring of hostel accommodation are required to apply on the prescribed hotel admission form on or before the last date announced for the purpose. Students shall submit duly completed form, along with five passport size photograph duly attested by a representative nominee of Chief Provost, to the office of Chief Provost. The forms will then be scrutinized. No application form for hostel admission shall be entertained after the closing date.

1.3 Students applying on biseaters and triseaters room should submit form in group of 2 students and 3 students for which average merit will be calculated for allotment, those students who failed to submit forms in group form will be left for ungroup category and they will not be able to get room on merit rather their rooms and partners will be decided by administration.

1.4 The provost office will prepare a merit list of the applicants after necessary scrutiny of admission forms. The provost office will distribute hostel admission cards among the eligible candidates as per merit list displayed. Each card will bear hostel name and father's name of each resident, the hostel name and room number allotted to the student and a photograph of the student. The students shall submit their cards within 15-days after the allotment to the concerned warden and upon acceptance of which they shall become residents of that hostel and will be under disciplinary supervision of the hostel administration, if a student fails to submit his card to the concerned warden within due time, his hotel card shall stand void.

1.5 Seats in the hostels will be allocated in proportion to the number of applicants for hostel accommodation. Preference shall be given to those applicants who hail from far-flung areas and do well in terms of merit.

1.6 Local students will not be granted accommodation in college hostels. The hostel admission of any resident student shall be cancelled if at any point/time he/she is found to have been having a residence (owned/rented/official) at the time of allotment. He/she shall be penalized as deemed fit by the hostel and college administration.

1.7 The hostel authority has the right to refuse/cancel hostel admission of students who misuse their privilege.

1.8 A student can request the cancellation of his/her hostel admission. The student will be eligible to receive all the refundable amounts if the request is received within one month of the closing date of allotment of hostel accommodation. No refund will be allowed after that.

1.9 A student whose admission is cancelled by the hostel authorities on disciplinary ground shall not be entitled to receive his hostel security.

1.10 Students who fail to complete their degree within the prescribed time (5 Academic Sessions) will not be entitled for hostel admission. The hostel authorities under special circumstances may consider such application for admission provided the applicant maintains regular attendance in classes.

1.11 Application for hostel admission, from students whose admission has been cancelled in the past on disciplinary grounds, shall not be entertained.

1.12 Re-Admission cases may be considered subject to availability of seats in hostels and validity of the reasons for re-admission. Cases of re-admission bear minimum priority to the hostel authorities.

1.13 Allotment payment shall be done in advance, failure to which within 15 days can lead to fine imposition of Rs:1000 and after 30 days the administration will be liable to cancel the allotment of the resident.

1.14 Hostel admission will be charged as session based not Annual based however consumption charges will be as used by the resident and will not be charged full annual amount as set by prospectus. Hostel admission fee, room rent, service charges, contingency charges, common room charges and miscellaneous charges are the heads that shall be charged session based.

2. ALLOTMENT

2.1 The warden of a hostel shall provide room/seat to a student within three days of the submission of his/her hostel card. However handing over/possession may take longer depending upon the time required to complete the process of shifting by ex-room holders.

2.2 Cubical rooms will be allotted to Final Year Students only, subject to availability

2.3 Rest students of 1st Year to 4th Year in MBBS and 1st Year to 3rd Year in BDS will be accommodated in bi-seater, tri-seater or four seater rooms as per availability.

2.4 Foreign students accommodated will be given privilege as per available resource with in rules and regulation set by administration

2.5 Students are not allowed to interchange their rooms in the Hostel with each other without permission of the administration. Any violation will result in initiation of serious disciplinary proceedings against the violators.

3 HOSTEL DISCIPLINE & ORDER

3.1 The Residents students must submit an undertaking of good conduct as provided by the administration on judicial stamp paper before they can be issued hostel admission cards. The affidavits must be duly signed by the guardian of the concerned student. A student, who fails to submit the duly filled affidavit, shall not be allowed to enter the hostel. The following must also be ensured with regard to the guardian of a student:

- a. A guardian can only be a Blood Relative i.e elder sibling, paternal or maternal uncle.
- b. The parent/guardian must accompany the student to the hostel and he/she should be required to submit a copy of his /her CNIC along with the affidavit along with phone number.
- c. Any student, who fails to furnish the above, shall not be allowed to enter the hostel premises.

d. Every resident student shall be issued a boarder card, after due verification and collection of duly filled affidavits. The students must keep these cards at all times with them and they will be allowed entry into their hostels only after presenting this card to the security guard.

e. Residents shall abide by hostel rules and regulations in letter and spirit. Violation of hostel rules and regulations or any order issued by the hostel administration shall render a resident liable for imposition of fine and/or expulsion from the hostel and to such other actions as deemed fit by the College authorities.

3.2 Anybody (be it a student) who is not a resident of the hostel is not allowed to enter or stay in the hostel premises without prior permission.

3.3 Day Scholars and residents of one hostel are not allowed overnight stay in any other college hostel. Similarly, guests, family members or anyone else, are strictly prohibited overnight stay at any College hostel.

3.4 Resident students can entertain their guests within prescribed visiting hours only in the guest rooms prescribed for the said purpose in each hostel. No resident can entertain a guest in his rooms.

3.5 Resident students are strictly forbidden of keeping any arms, intoxicants, drugs, rods or daggers, and harmful materials etc in the hostel. Any violation of his rule will result in serious disciplinary action against the violator and may lead to imposition of heavy fines and expulsion from the hostel. The hostel administration may initiate criminal proceeding against the violator and refer the matter to the police.

3.6 Resident students are not allowed to use heaters, air coolers. Air conditioners, refrigerators, oven and all electrical equipments can be allowed as a special case after permission from Authority and student will pay extra for that. Any violation will lead to imposition of fine, recovery of charges incurred and confiscation of the forbidden item.

3.7 Every Resident student is not allowed to play music or any instruments loudly.

3.8 Resident students are not allowed to participate in any political activity within Hostel premises

3.9 Resident student are not allowed to invite any political figure, scholar or any individual for any speech, lecture or sermon or to circulate any unpublished or published material for this purpose.

3.10 Resident students are not allowed to assemble crowds or congregations within the hostel premises for any purpose e.g lunch, dinner, iftaar, political etc.

3.11 Entry of females into boys` hostels is strictly prohibited & vice versa.

3.12 Resident students shall keep their rooms clean and tidy. They shall also be responsible to keep their rooms properly locked in case they leave the room. Residents shall not keep

expensive items (cost of which exceed Rs. 1000/-) or cash in their rooms. The hostel authorities will not be responsible for any loss.

3.13 Resident students are not allowed to park bicycles, motorcycles or cars within the hostel premises. All these vehicles should be parked in prescribed places.

3.14 Resident students are not allowed to ride bicycles or motorbikes inside the hostel premise . Any violation will be dealt with seriously.

3.15 Resident students shall not use and shall not be allowed the use their accommodation for any purpose other than the prescribed and allowed by the hostel administration.

3.16 Resident students who in the view of the hostel authorities are not residing in their rooms shall have their hostel admission cancelled.

3.17 Any Complaints against the hostel staff may be brought into the notice of the hostel warden or the provost. Residents are not allowed to deal with the hostel staff directly or their own.

3.18 Resident students shall not be allowed to take any addictive material in the hostel premises whether its Cigarette smoking, drinking alcohol or Naswar etc, failure to compliance in this regard can lead to expulsion from the Hostel directly and initiation of disciplinary actions against the said. The resident also shall not insist on the hotel bearers to bring Cigrates/Naswar for them. Residents shall not insist on the hostel staff to indulge in activities other than their prescribed job responsibilities.

3.19 The Warden of the hostel may impose a fine of up to Rs. 10000/- on any resident student who violates the hostel rules and regulations or orders of the hostel authorities. Prior to imposing any penalty on the Resident student the warden may serve him with a show cause notice to which the student must respond in writing within the specified time frame. Notice to which the student must respond in writing if he finds the response of the student satisfactory then can stop proceeding or else may decide otherwise. The Warden may forward the case to the Hostel Correction and Reforms Committee for further actions. The Hostel Correction and Reforms Committee can report a case of indiscipline to the College Correction and Reforms Committee if needed.

3.18 An appeal the punishment awarded by the Resident Warden shall be forwarded to the Hostel Correction and Reforms Committee within fifteen days.

3.19 No Resident shall be allowed to damage Hostel structure and misuse Hostel Property.

4 HOSTEL DISCIPLINE COMMITTEE

4.1 The Hostel Correction and Reforms Committee (HDC) will be formed by Chief the Provost under the authority given to him by Honorable Dean Khyber Medical College where as Chairman and Members will be the one mentioned in the end.

4.2 Cases of indiscipline by the resident students may be forwarded to the Hostel Correction and Reforms Committee by the Resident Warden. The convener of HDC in consultation with the Provost will call a meeting of HDC, at a place and time convenient the committee members, to conduct hearings in the case.

4.3 The Hostel Correction and Reforms Committee will decide the cases according to hostel conduct and discipline regulations.

4.4 The Hostel Correction and Reforms Committee may forward the cases needing severe penalties (such as imposition of a fine of more than Rs. 40,000/- and or expulsion/rustication from the college) to College Correction and Reforms Committee.

4.5 The decision of HDC will be communicated in writing and will be duly signed by all members. The office of Chief Provost will be responsible for recording the minutes and decisions of the committee, keeping record of all cases, and communication of decision to all members, concerned, concerned student and wardens.

5 APPEAL

5.1 An appeal against the punishment awarded by the Hostel Correction and Reforms Committee shall be forwarded to the College Correction and Reforms Committee.

5.2 No appeal by student against the decision of the hostel Discipline Committee shall be entertained unless it is presented within 15 days of the date on which the decision is communicated to him/her.

6. HOSTEL CHARGES

Hostel charges can be changed from time to time by the College authorities Hostel Charges for the year 2017-18 (till further orders) are as follow:

S No.	Description	Amount
Government Dues		
1.	Hostel Admission	Rs. 700/-P.A
2.	Room Rent	Rs. 500/-P.A
3.	Service Charges	Rs. 500/- P.A
4.	Electricity Charges	Rs. 2000/- P.A
Hostel Dues		
5.	Contingency Charges	Rs. 800/- P.A
6.	Common Room Charges	Rs. 500/-P.A
7.	Miscellaneous Charges	Rs. 2500/-P.A
8.	Mess Charges	Rs. 5000/- (Refundable Security) Monthly charges as per availed
9.	Hostel Security (Refundable)	Rs. 800/- at time of first admission
10.	Sui Gas Charges	As per consumption
11.	Generator Maintenance and Fuel Charges	4000/- P.A
12.	PTCL Charges/ Wifi Charges	As per use

7. HOSTEL MESS

7.1 Each resident student of the hostel will automatically be considered as a member of the hostel mess unless his membership is suspended by the Resident Warden. No member of the mess is allowed to close his mess account for a period of less than three days. A mess member who wished to close his mess account permanently shall inform the office assistant one day before doing so and that would be done after a logical reason or else he is bound to continue the mess.

7.2 The hostel mess will be monitored by a food Committee comprising of Resident students of the hostel and appointed by the Resident Warden with the approval of the Chief Provost. The continuation of the members of the Food Committee will be decided upon their progress. The food committee shall prepare a menu on weekly/monthly basis with the approval of the Resident Warden.

7.3 The Resident Warden shall supervise and check the mess daily or on alternate day. The senior warden or provost may make surprise visits to the Hostel Mess.

7.4 The resident Students must pay their mess dues before the 7th of each month. A fine amounting to 10% of the total dues (rounded to the closest multiple of 10) shall be charged for late payment of dues after due date. The Resident Warden reserves the right to change the amount of fine to be imposed on the resident students in case of late payments.

7.5 The Hostel Mess shall remain open during the prescribed time for each meal. Resident shall not be allowed to demand food after the prescribed time limit.

7.6 All the members of the mess shall take their meals in the dining hall of the hostel. Neither meal will be served to the students in their rooms nor are they allowed to take the meal to their rooms.

7.7 Resident students must not create any sort of disturbance or discomfort to their fellow students in the hostel mess.

7.8 Resident students shall not use hostel lawns, common room and other places for lunch, dinner, breakfast or tea.

7.9 Resident students of the hostel are not allowed to bring food form outside the hostel into the hostel mess or hostel

7.10 No Resident can close his mess permanently-temporarily without any Medical Reasons.

8 HOSTEL GATE TIMINGS

8.1 Following timings will be observed for boys hostel.

Season	Gate Opening Time	Gate Closing Time
Winter	07:00 A.M	10:00 P.M
Summer	06:00 A.M	11:00 P.M

8.2 A Boarder card will be issued by the provost office to the residents. All the students are subject to keep the Boarder card with them in the hostel and College premises. This card will serve as a proof of a student's identity as a Boarder. No student will be allowed entry into the hostel without his Boarder Card.

9 NOTICES & CHALKING

9.1 No resident will be allowed to past or exhibit any notice printed/hand Witten or other material, in writing anywhere in the hostel except those duly signed by the hostel warden. No resident student is allowed to engage in wall chalking inside the hostel premises. Any violation of this rule is subject to strict disciplinary action.

10 COMPLAINTS

10.1 All complaints about matter relating to the hostels shall be reported to the warden of the hostels. Students must never take nay matters into their own hands, otherwise they'll be held liable for strict disciplinary action.

11 UTENSIL, FURNITURE AND ELECTRIC INSTALLATIONS.

11.1 Residents students are not allowed to take utensils from the dining hall/hostel mess and furniture from common room or other place of hostel to their rooms. Residents are not allowed to move any hostel furniture or other items from their designated places. Any violation will be subjected to strict disciplinary action.

11.2 Every Resident of the hostel will be provided with a bed, a table and a chair if available, He/She will be responsible for any loss or breakage thereof. Residents who will destroy or damage any hostel property shall pay for damages and will be heavily fined.

11.3 All rooms of hostels have necessary electric fitting. Students residing in these rooms shall be responsible for the proper use and safety of these fittings.

12 COMMON ROOM

12.1 Each hostel shall have a Common Room Committee comprising of three to five resident students of that hostel and shall be appointed by the concerned warden.

12.2 The Committee will look after the affairs of the Common Room under the supervision of the hostel warden.

12.3 The Resident Warden shall take actions to provide resident with newspapers, magazines, material for indoor games (if possible) and fulfill other maintenance requirement of the hostel. These needs shall be met through the contingency fund of the hostel. The resident warden shall determine the appropriation of contingency funds for these purposes.

12.3 Films shows are not allowed inside the hostels. Special permission of the Provost must be sought for the arrangement and use of microphones in any function whatsoever inside the hostel premises. Non-residents shall not be allowed to enter and participate in any activity inside the hostel premises without the prior permission of the warden. No professional artist shall be invited to perform inside the hostel premises.

12.4 Social and cultural activities like indoor games, dramas, debates etc, can be arranged by resident students in the hostel from time to time with the permission of the resident warden. The resident warden shall decide the fate of such requests through consultation with the Chief Provost.

13 HOSTEL STAFF

13.1 Private/personal servants are not allowed in hostels. Every hostel is manned with designated staff to look after the need of resident student e.g. bearers, water carriers, sweepers and gardener etc. the hostel staff is answerable to the warden of the hostel. Any complaint against the staff should be communicated to the warden of the hostel in writing. Staff is required to serve the resident students inside the hostel premises according to the duties assigned to them by the hostel administration.

13.2 Misbehavior by the resident students with the hostel staff is subject to strict disciplinary action against the perpetrators.

13.3 Residents shall not be allowed to sent Hostel Staff members outside the Hostels however with permission of Warden on Special and Emergency occasions staff can be sent to the nearby markets.

14 PROHIBITION OF VALUABLES

14.1 The resident students are not allowed to keep valuable items like car, motorcycle, VCR,VCP, Video Camera, T.V Set, gold, expensive mobile phones, large sum of money etc, the hostel administration shall bear no responsibility in case of any loss or theft.

14.2 Resident students are allowed to keep computer, laptops without external speakers/woofers in their rooms at their own risk for educational purposes only. The hostel administration shall bear no responsibility in case of any loss or theft.

15 REGIONAL SOCIETIES/POLITICAL/RELIGO-POLITICAL GROUPS

15.1 Resident students are not allowed to form or be associated with political, regional, religio-political or any sort of group in the hostel. Resident student are not allowed to use or let their rooms be used as offices of any group. Resident students are not allowed to conduct

meetings of any nature under the umbrella of any such group inside the hostel premises. Any violation of these rules will be liable for strict disciplinary proceeding against those involved.

16 CLOSURE OF HOSTELS

16.1 The College hostels shall remain closed during the vacation, all resident students shall be required to vacate the hostels except those who are in examination or have enrolled in summer semester. The administration may provide an alternate arrangement for those who are in examination or enrolled in summer semester. Foreign students may be allowed to stay subject to availability and security conditions

17 SPECIAL REGULATIONS FOR GIRLS HOSTELS

17.1 Female students shall go straight to their hostels the completion of their classes in their respective departments.

17.2 Night attendance of the Resident students shall be taken on a daily basis.

17.3 The warden shall carry out surprise visits to the rooms of Resident students.

17.4 The Hostel Gates timing

Following timetable will strictly be observed to opening and closing hostel gates

Season	Opening Gate Time	Closing Gate Time
Winter	07:00 A.M	06:00 P.M
Summer	07:00 A.M	06:00 P.M

17.5 Application for leave and complaint shall be submitted to the Warden. Resident must have their applications signed by the Warden before leaving the hostel premises.

17.6 Every resident of the Girls hostel must submit a list of three visitors duly signed by her parents/guardian along with photocopies of their CNICs at the time of admission every year.

17.7 Only parents/guardian and authorized visitors shall be allowed to visit female resident students during the following visiting hours:

Winter (October to March)

Monday to Saturday : 03:00 PM to 06:00 PM

Sunday : 09:00 AM to 06:00 PM

Summers (April to Septembe)

Monday to Saturday : 05:00 PM to 07:00 PM

Sunday : 09:00 AM to 06:00 PM

17.8 Only parents /guardian and authorized visitors can take a resident student for shopping/overnight stay on weekends.

17.9 Permission to meet the authorized visitors must be obtained from the Warden or Provost. Male visitors shall meet the resident only the visitor`s room for minimum possible to avoid inconvenience to other students.

17.10 The resident students may attend the College functions and study tours subject to the permission of the warden or Provost.

17.11 Permission for going out must be obtained one day in advance. While going out a resident, must sign in the Register giving time of departure, place and phone number of the place of visit and time of return. She must also sign in the register upon her return.

17.11 Guest: Border Students will not be allowed to invite female guests for casual meals or for night stay without prior permission of the hostel warden/provost.

18 REGULATIONS FOR WARDEN:-

18.1 The Warden shall directly be under the control of Chief Provost

18.2 The warden in all aspects shall require approval from college administration and will report to the authorities.

18.3 The Warden under Hostel Admission Committee will complete the process of Hostel Admissions

18.4 All Hostel staff will be directly under the control of Warden and action can be taken against any irregularity of staff with consultation of Chief Provost.

18.5 Warden will be bound to remain in Hostel; prior permission will be required from Chief Provost if his/her stay is out of Hostel.

18.6 The Warden in consultation with security officer will devise Hostel security Plan and will be responsible to apply it using all available resources.

18.7 The Warden will have the privilege to entertain his guests in his room after information to Chief Provost and will be authorize to utilize daily used electrical equipments like air conditioner, oven etc with permission of Chief Provost and College Administration

18.8 Other than that all regulations mentioned in prospectus will be applied on Warden.

A: REGULATION FOR HOSTEL WARDEN

1	Violation of Hostel Rules or Disobeying the orders of Hostel Administration	First time: Fine upto a maximum of Rs. 5000/- Second time: Cancellation of Hostel Privilege for next sessions and/or Expulsion from hostel.
2	Using Electric Heaters/ Air Conditioners (If not allowed as Special Case)	First time: Fine upto maximum of Rs. 5000/- and recovery of estimated electricity charges along with confiscation of appliances Second time: Cancellation of Hostel Privilege for next session and/or expulsion from hostel.
3	Installing internal lock in the allotted rooms/interlock	Fine upto a maximum of Rs. 5000/-
4	Playing games in hostel lawns or corridors	Fine upto a maximum of Rs. 5000/-
5	Smoking in hostel premises, sleeping in p sleeping in prayer hall or common room /study room and any matter of this nature.	Fine upto a maximum of Rs. 5000/- to 10000/-
6	Keeping non-residents in the room	Fine upto a maximum of Rs. 5000/- and cancellation of hostel privilege for the next session and /or expulsion from hostel.

Note:- Other than the above mentioned violations with punishment the resident warden can punish if a violation is not mentioned above and is against rules and regulations of Hostel and college.

B: REGULATION FOR HOSTEL CORRECTION AND REFORMS COMMITTEE:-

1	Keeping non-residents in the room	First time: Fine upto a maximum of Rs. 40,000/- Second time: Cancellation of Hostel Privilege for next sessions and/or Expulsion from hostel.
2	Keeping arms, explosives, intoxicants, and drugs or anything alike.	Fine upto maximum of Rs. 40,000/-and cancellation of Hostel Privilege for next sessions and/or expulsion from hostel.
3	Playing games in hostel lawns or corridors	Fine upto a maximum of Rs. 20,000/-
4	Misbehavior with Hostel staff or Administration or fellow students.	Fine upto maximum of Rs. 40,000/-and cancellation of Hostel Privilege for next sessions and/or expulsion from hostel.
5	Invite to any political figures, scholar or any individual for any speech, lecture or sermon or to circulate any unpublished or published material for this purpose inside or outside the hostel. Pasting posters/notices etc. Without the written permission of hostel administration and /or wall chalking and such other activities.	Fine upto maximum of Rs. 40,000/-and cancellation of Hostel Privilege for next sessions and/or expulsion from hostel.
6	Damaging/theft or misuse of hostel property and hostel card	Recovery of loss and Fine upto a maximum of Rs. 40,000/- and/or expulsion From hostel privilege for next session.
7	Subletting of one seat or room to outsiders	Cancellation of Hostel seat and fine of Rs. 10,000/- to 20,000/- for subletting a seat and fine Rs. 20,000/- to 40,000/- for subletting a room.
8	Willful absence from HDC meeting by a student	A Fine of upto Rs. 10,000/- for the first time and cancellation of hostel seat.

Note:- Other than the above mentioned violations with punishment the Hostel Correction and Reforms Committee can punish if a violation is not mentioned above and is against rules and regulations of Hostel and college.

HOSTEL CORRECTION AND REFORMS COMMITTEE

With approval of the competent authority the Hostel Correction and Reforms Committee will consist of the following:

S. No	Name	Designation
1	Associate Dean Undergraduate	Chairperson
2	Chief Provost	Convener/ Vice Chairperson
3	Office of Chief Provost	Secretary
4	Warden Razi Hall Hostel	Member
5	Warden Qasim Hall Hostel	Member
6	Warden Cenna Hall Hostel	Member
7	Warden Girls Hostel	Member

TERMS OF REFERENCE TORs

- The decision of the committee will be Final and only can be appealed in College Correction and Reforms Committee
- The Committee has to meet once in two weeks time subject to Chairperson permission, availability of all committee members and case pending for hearing in the committee.
- The Committee also has got the power to amend or formulate any old or new disciplinary rules whenever it is needed.

HOSTEL ADMISSION COMMITTEE

With approval of the competent authority the Hostel Correction and Reforms Committee will consist of the following:

S. No	Name	Designation
1	Chief Provost	Chairperson
2	Office of Chief Provost	Secretary
3	Warden Razi Hall Hostel	Member
4	Warden Qasim Hall Hostel	Member
5	Warden Cenna Hall Hostel	Member
6	Warden Girls Hostel	Member

TERMS OF REFERENCE TORs

- It is the responsibility of this Committee to carry out full Admission process as per rules mentioned above.
- The decision during allotment will be Final and cannot be challenged.
- The secretary office of this committee will keep all record and will send copies to respective Hostels
- Members will make sure that the process completed is implemented in Hostel.



Chief Provost

Khyber Medical College, Peshawar

Copy forwarded to Incharge SLRC to upload it on college website