

Rules and Regulations Governing SBRA Residence

Issued by the Office SBRA,

1. Notification of Extended Absence

- 1.1 Any resident intending to remain absent from the SBRA premises for a continuous period exceeding 20 days shall be mandatorily required to notify the SBRA Office in writing prior to the commencement of such absence.
- 1.2 The written intimation must clearly state:
 - a. Dates of intended absence
 - b. Purpose of travel
 - c. Emergency contact details
- 1.3 Non-compliance with this provision shall be deemed a breach of community safety norms and may attract administrative action.

2. Academic leave, semester leave, maternity leave, or any leave more than 2 months and unregistered

- 2.1 Pursuant to the directives issued by the Dean of Students Affairs (DoSA), any SBRA resident proceeding on academic leave or semester leave or found to be unregistered shall be required to vacate the SBRA premises forthwith.
- 2.2 In exceptional cases, temporary retention of accommodation may be considered upon submission of a written request, routed through the SBRA Convenor, and subject to approval by the Warden, SBRA. Such approval shall be valid only on a month-to-month basis.
- 2.3 Occupancy by an unregistered student will attract an additional penalty of INR 6,000/- per month.
- 2.4 There will be no extension given to unregistered students.
For approved extensions, the following penalty structure shall apply:

Time Period Beyond Leave	Penalty
First Month	No Fine + Standard Rent
Second Month	INR 2,500/- + Standard Rent
Third Month	INR 3,500/- + Standard Rent
Fourth Month	INR 5,000/- + Standard Rent
Onwards	INR 15,000/- + Standard Rent

3. Ineligibility Based on Spouse's Professional Status

- 3.1 A registered student shall not be eligible for SBRA accommodation if their spouse is a taxpayer, an Institute Post-Doctoral Fellow (IPDF), or a Post-Doctoral Fellow, regardless of the applicant's gender.
- 3.2 Requests for exemption must be submitted in writing to the Warden, SBRA, through the SBRA Convenor.
- 3.3 No application shall be processed unless formally forwarded by the SBRA Convenor. Any approval granted shall be deemed valid only if communicated in writing by the Warden.

4. Post-Thesis Defense Accommodation

- 4.1 Upon successful thesis defense, a student shall be granted a maximum period of 2 months to vacate their SBRA accommodation.
- 4.2 Any extension shall require a formal written request submitted through the SBRA Convenor and shall be subject to the Warden's discretionary approval.
- 4.3 The penalty for extended stay shall be calculated at forty (40) times the monthly House License Fee, charged per month.
- 4.4 No such extension shall be deemed valid unless expressly approved in writing by the warden.

5. Minimum Occupancy Requirement for Residents

- 5.1 Couples residing in SBRA must ensure that both partners are physically present for at least 60% of a month.
- 5.2 Failure to meet this requirement shall result in immediate termination of the accommodation.
- 5.3 Special cases will be considered based on the severity of the situation upon informing the SBRA office.
- 5.4 Temporary exemptions may be requested in writing via the SBRA Convenor and granted at the discretion of the Warden.
- 5.5 Violations shall result in eviction and a penalty of INR 5,000/-.

6. Silent Hours and Noise Control

- 6.1 Silent Hours shall be observed from 10:00 PM to 6:00 AM daily.
- 6.2 Prohibited during these hours:
 - a. Loudspeakers
 - b. Amplified sound systems
- 6.3 Penalties:
 - a. First Offense: Written Warning
 - b. Subsequent Offense: INR 500/- penalty per occurrence
- 6.4 Repeated violations may lead to disciplinary action.

7. Keeping Pets in SBRA

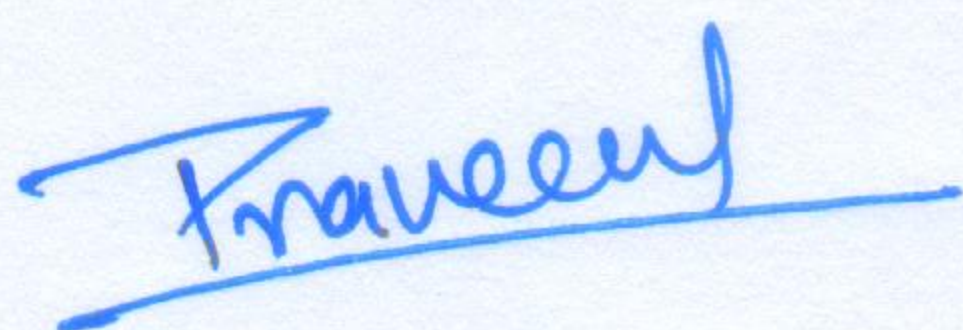
- 7.1 Pets are not allowed without prior written approval from both the warden and the deputy registrar (hostels).
- 7.2 Approval requires:
 - a. Proof of vaccination and valid health certificate
 - b. Declaration of non-disturbance
- 7.3 Unauthorized pet ownership may result in revocation of permission and eviction.

8. Gate Pass for Movement of Goods

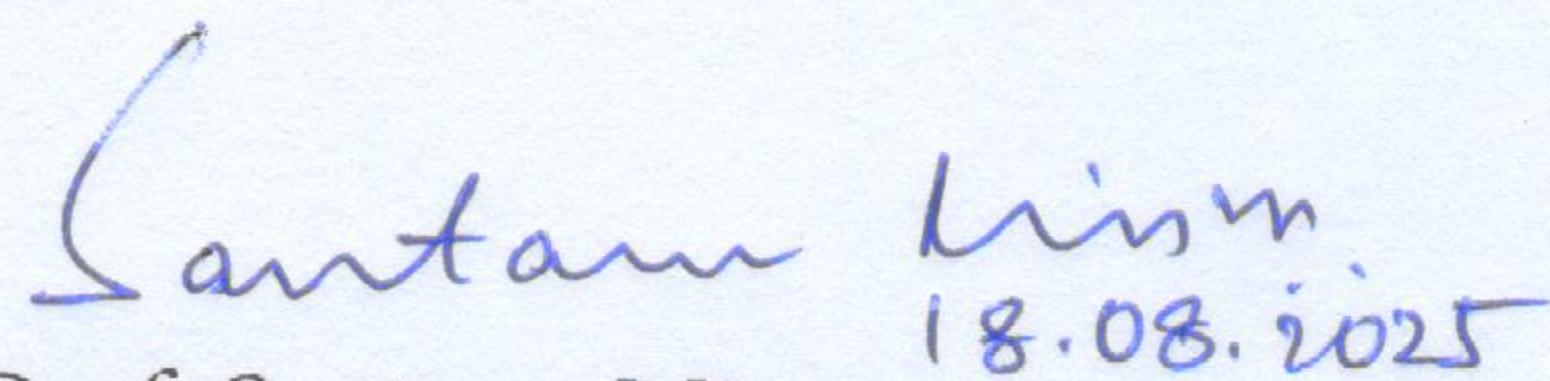
- 8.1 Residents must obtain a gate pass at least 24 hours in advance before moving items out of SBRA premises.
- 8.2 Gate passes shall be issued only upon formal request and approval by the SBRA Office.

Enforcement and Compliance

Failure to comply with any of the above rules shall be considered a violation of SBRA residency conditions and shall result in appropriate administrative or legal action.



Praveen
Convener, SBRA



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