

**Jamia Hamdard**  
**Hamdard Nagar, New Delhi-110062**

**NECESSARY INSTRUCTIONS FOR THE STUDENTS & VISITORS**  
**(2013-2014)**

In view of the safety and security of the students the Proctorial committee suggests the following points-

**Do's-**

1. Always carry your I-Card with you in the campus.
2. Show your I -Card on demand, by the competent authority or security personnel at the gates.
3. Address your problems to the Mentors, HODs & Deans of faculties.
4. Cooperate with security personnel posted at the gates.
5. Drive slow and the speed limit is 20 KMPH in the campus.
6. Always park your vehicles in the rows or lines at the marked places.
7. Visitors to take care of their belongings and the university shall not be liable for any loss or damage in any case.
8. Visitors and outsiders will use only gate no. 6 for the Rabea Mosque.
9. Issue of I-Cards, Library Card & Internet Access Card is authorized by the bonafide students.
10. Medical fitness certificate at HIMSR may be obtained by the student within 30 days.
11. Always wear modest clothing and show decent behaviour in the campus.
12. Necessary instructions on proctorial process and bye-laws are in printed form and may be accessed.
13. Instructions on proper counseling on the campus may be availed by the respective Deans of the faculties.
14. Identified (faculty wise) anti-ragging squads may be approached in emergency.
15. Students welfare measures may be obtained through D.S.W.
16. Suitable scholarships are available for the meritorious students in Jamia Hamdard.
17. Catering facilities on the campus is present for the benefit of students.
18. Food court, cafeteria are available for the students for getting food, snack, tea and coffee.
19. Medical emergencies etc may be utilized by the students in HIMSR.
20. Grievance cell is also in place for hearing cases of the students of both genders.
21. Sensitization and prevention of sexual harassment (SPOSH) committee is in existence comprising persons of different categories.
22. Laundry can be availed in male and female hostels.
23. Medical health booklet will be obtained through the Dean Students Welfare.

**Don't-**

1. Sitting in the parks & lawns and taking food stuff is not allowed.
2. Do not call the police on the campus directly.
3. Friends, relatives and parents are not allowed in the hostels.
4. Do not keep the vehicle of your friends or relatives in the hostel or elsewhere in the campus.
5. Do not bring your vehicles to the campus without gate token and driving license as well.
6. Bikes or cars which produce noise are not allowed in the silence zone.
7. Driving the bikes or motor cycles without silencer is strictly prohibited.
8. Organizing of procession is not allowed in the campus.
9. Learning driving of bike or car, in the university campus is not allowed.
10. Token of the vehicle is not transferrable and should be returned to the security on exit.
11. Smoking is not allowed inside the campus including the hostel.
12. Ragging in any form is strictly prohibited within the campus.

**Prof. Javed Ahmad**

**Proctor**, Jamia Hamdard, New Delhi

Phone: 011-2605 9688, Ext. 5546

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