



ISME

HOSTEL GUIDELINES 2021

## CAMPUS



Sy. No. 88, Chembanahalli,  
Near Dommasandra Circle,  
Sarjapur Road, Bangalore 562125.

## CORPORATE OFFICE



Export Promotion Industrial Park, Near ITPL,  
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Export Promotion Industrial Park, Near ITPL,  
Whitefield, Bangalore – 560 066, India

# INTERNATIONAL SCHOOL OF MANAGEMENT EXCELLENCE

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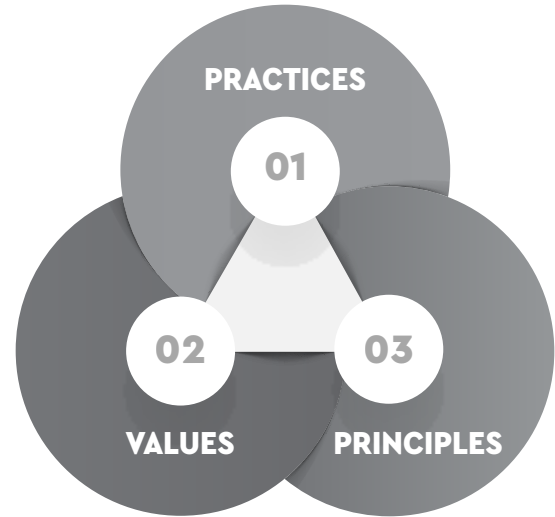
## Our Mission

"Our Mission is to transform every student to become a successful business professional with a global outlook through:

- Imparting quality education by outstanding business leaders and academicians Providing a culture of excellence, entrepreneurial thinking, social responsibility and industry alignment"

## Our Vision

"Our Vision is to be a business school of International repute"



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# INTERNATIONAL SCHOOL OF MANAGEMENT EXCELLENCE

## Hostel Guidelines

### 1. Hostel Facilities

The hostel is located within the ISME campus. There are separate hostels for boys and girls. Both hostels are fitted with close circuit cameras covering all sides and there is 24hrs security in the campus.

### 2. Hostel Fees

Hostel Fees includes the room rent, mess fees and specified no. of laundry. Delay in payment of fee could result in the cancellation of accommodation. Other expenses related to hostel, like electricity costs will be divided among the students sharing the room.

### 3. Hostel Rules and Conduct

- Students must follow the hostel rules and regulations to maintain discipline and enjoy the facilities provided.
- Alcohol/Drugs/Smoking strictly banned in the hostel or in the college campus. Any student found using such substances in the campus will be expelled from the Hostel immediately.
- Students are not allowed to use any electrical appliances inside their room including iron. Any appliances found in the room will be confiscated immediately.

### Things to be brought from home:

- Students are required to bring the following items before checking into hostel: Pillow and pillow cover, bed sheet, blanket, foot mat, locks with chain for cupboard and locks for drawers.
- The student's movement in the ISME Campus premises is allowed up to 9.00 pm. The hostel doors will be locked by 9.00 pm every day.
- Students should always be dressed decently inside the hostel and in the campus. Over exposing and indecent shabby dressing will not be tolerated.

### 4. Vehicle Parking

- Students are required to submit the request letter with documents to ISME.
- Once approved the copies of the documents like RC, Insurance, Driving License & Emission certificate to be submitted to ISME. Vehicle pass to be collected from ISME.
- Parking of the vehicle to be done only at designated places allowed by ISME.

### 5. Food Facilities at the Buzz (ISME Cafeteria)

Breakfast	7.00 am to 8.00 am	Snacks	4.30 pm to 5.00 pm
Lunch	12.00 pm to 1.30 pm	Dinner	8.00 pm to 9.00 pm

(Food cannot be carried into the hostel rooms & mess timings to be followed strictly)

- A hostel committee will be formed and the committee along with the other hostellers will decide the menu every quarter.
- Students can order food from outside only on weekends and the food should arrive in the hostel before 8.30 pm. No outside food deliveries allowed after 8.30 pm for any reason.

### 6. Sports Facilities

Students can enjoy Facilities of Basketball court and Volleyball court on all days of the week.

### 7. Cleaning of the Rooms

The hostel staff will take care of cleaning the rooms, hence students should not lock the room at any time. The keys of all the rooms will remain with the Warden. Students should keep all their valuables in the cupboard or drawer provided and lock the same.

### 8. Laundry

Students are not allowed to hang their clothes to dry in the common areas. Garments for Laundry will be picked up and delivered by the laundry person at specified intervals. Laundry will be collected at the rate of 10 garments per week per student, cost of anything in excess has to borne by the students' themselves.

## 9. Identity Card

The student's ISME Identity Card will be required for entry into the Hostel and College campus. The students should cooperate with the Security whenever they require to see their IDs in the campus or hostel. Students are always required to carry their ID card whether in campus or Hostel premises.

## 10. Hostel Timings

Deadline to enter the ISME hostel is 9 pm. This timing should be adhered to strictly. After 9.00 pm a fine ranging from ₹50/- per hour to ₹100/- per hour will be collected. Students are not allowed to remain in the hostel beyond 9.00 am on all working days.

## 11. Night Out Rules

Students should take a gate pass from the Warden before going out and return the gate pass to the security after coming back and make an entry in the register kept at the Security Gate.

12. If any student is planning to stay out overnight away from the hostel, they are required to take written permission from the Hostel Warden, by giving the address where the student is planning to go including the contact details of the local guardian (if any), declared during admission to ISME. The Hostel Warden must be informed and the appropriate application form to be completed before getting the gate pass. Overnight stay and late entry to the hostel any day will be informed to the parents by SMS.
13. The behavior code is as per the Code of Conduct booklet given to the student and is applicable to all the students residing in the Hostel. Besides that, students indulging in consumption of alcohol/ drugs/intoxicating drinks, gambling or any other immoral activities are liable for expulsion from the hostel and from the program.
14. Students should not make noise in their room or have parties and celebrations of any kind which will disturb the fellow students and the other hostel inmates. Students found disturbing the other students by any of these activities will be expelled from the hostel and will have to take up accommodation on their own.
15. Damage or destruction of any hostel property will make the hostel student liable to be charged an amount equivalent or twice the value of damaged property plus a fine.

16. Any complaints or problems must be reported to the Hostel Warden / Manager. However, if the issue is not sorted out fully it should be brought to the notice of the concerned authorities.
17. Boys are not permitted to visit the Girls hostel and vice versa. Students if found doing so will be expelled from the hostel
18. Parents/ Relatives can visit their wards in the hostel on any day of the week. They will be permitted only up to the hostel lobby. Fathers or male relatives of girl students can only meet in the Institute lobby. Parents can use the food facility and will be charged appropriately. No Parent/ Relative or Friend are permitted into the hostel room of students and they cannot stay overnight in the hostel. Any violation of the rule will lead to strict disciplinary action.
19. Students are advised not to keep gold/ silver jewelry with them. All expensive/ valuable items like cash, passports, certificates etc. should be locked in their respective cupboard locker and the students will be responsible for it. The Institute will not be held responsible for any kind of loss of valuables.
20. Lights to be switched off before midnight.
21. Before going out of the room students must switch off the lights and fans. Failing to switch off the light and fan before going out of the room will attract a penalty of Rs. 50/- per day per occupant of the room.

22. Drinking Water dispensers will be provided on each floor. Students can fill water in their water bottles and carry to their rooms.
23. **Any physical or mental harassment and ragging will lead to severe disciplinary action and expulsion from the program.**

## Grievance Procedure

Complaints or issues relating to the hostel should first be entered in the issue register kept at the security desk and be brought to the notice of the Warden. In case the same is not being sorted out it may be brought to the notice of the authorized ISME Faculty, Dean, and the Disciplinary committee of ISME.

All students are required to lodge the complaint in the complaints / Suggestions Register kept at ISME hostel /Security/Reception.

Sick room facility: Students who are unwell should report to the Sick Room and not stay in their room if they are unable to attend classes. Any medical emergency expenses must be handled by the students themselves.

## Important Numbers for Hostellers.

1. Mr. Balakrishna, Warden, Boys Hostel 94806 90107
2. Ms. Selvi, Warden, Girls Hostel 90366 59741
3. Prof. Krishnan, Head, HR & Administration, 99452 72359 (Emergency)
4. Dr. Rony G Kurien, Dean, 98802 91224 (Emergency)

### Services

## Local Transportation

BMTC buses are available right opposite the Institute. The bus stop is Chembanahalli.

#	From	Route #
1	Kempegowda Bus Stand / K S R Railway Station	327A, 342F, 342FA
2	K R Market	342A, 327C, 342A, 342AA, 342E
3	Shivaji Nagar (Nearest major bus stop for Bangalore Cantt. Railway Station)	342H
4	Banashankari	600, 601
5	Hebbal	601E
6	Hoskote	328B, 328H, 328HA, 328HB
7	Yeshwantpur	K1
8	Krishnarajapuram	500

## Railway Stations

Station	Station Code	Distance from Campus (KM)
KSR City Railway Station	SBC	28
Bangalore Cantt (BNC)	BNC	26
Carmelaram	CRLM	4
Whitefield	WFD	14
Krishnaraja Puram	KJM	22

## Restaurants & Cafes

Wholesome and nutritious food is served in the Hostel on all days except Sunday evenings. For Sunday evenings, there are quite a few restaurants in the area for a change of palate.

- Amruth Cafe Park Land Restaurant and Lodging
- Berrys
- Kanti Sweets
- Priyadarshini Restaurant
- Rasa Ganga
- Mayura Bakery
- Kabab Palace
- Biryani Hub
- Pepper Hut
- Bake & Bite
- Peachy's
- Birbal's Biryani

## Shopping / Malls

- Total Mall, Sarjapura Junction
- Virginia Mall, Whitefield
- Forum Neighbourhood Mall (Near Varthur Junction, Whitefield)
- Reliance Electronics
- Adishwar Electronics
- Phoenix Market City (Mall) (K.R. Puram – Whitefield Road)
- Inorbit Mall, Marriott Hotel Whitefield
- Decathlon Wholesale Sporting Goods Store Near Sarjapur Rd. Railway Cross, Carmelram
- D Mart, Sarjapura
- Amity Super Market (Opp ISME)

## Grooming

Wholesome and nutritious food is served in the Hostel on all days except Sunday evenings. For Sunday evenings, there are quite a few restaurants in the area for a change of palate.

- New Select Hairdressers (Near Dommasandra Bus Stop)
- Neha Boutique (Dommasandra Bus Stop)
- RK Complex, Sarjapur Road, Dommasandra Circle
- Naturals
- Smart Look Beauty Saloon

## Banks & ATMs

- State Bank of India (Near Dommasandra Bus Stop)
- Karur Vysya Bank, (RK Complex, Sarjapur Rd., Dommasandra Circle)
- Syndicate Bank (Opp. to Indian Oil Petrol Pump, Sarjapur Road)
- Corporation Bank (Attibele Road, Near Sarjapur Police Station)
- IDBI Bank (Attibele Road, Near Sarjapur Police Station)
- Federal Bank (Next to ISME)
- ICICI Bank (Near Dommasandra Bus Stop)
- HDFC Bank (Near Dommasandra Bus Stop)
- Axis Bank (Near Sarjapura)

## Two-wheeler Showrooms

All 2-wheeler showrooms (TVS/Suzuki/Honda/Bajaj/Hero) are in close proximity to campus

## Places of worship

Temples, Mosques, and Churches are a mere 10-minute walk from the campus

## Hospitals & Clinics

- Balaji Nursing Home Dommasandra Bus Stop
- Janani Hospital, Opp. to Indian Oil Petrol Pump, Sarjapur
- Tanmayi Clinic, Near Rajgopal Vijaya Kalyana Mantapa, Sarjapura Main Road,
- Vinayak Diagnostic, Dommasandra Bus Stop
- Vydehi General Hospital, Whitefield
- Shankara Eye Hospital, Kundanahalli Junction
- St. Philomena's, Behind Lifestyle, Richmond Road St.Johns Hospital,
- Koramangala
- Columbia Asia, Whitefield
- Columbia Asia, Bellandur
- Swastik Hospitals, Dommasandra