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AfRU- STUDENTS' HOSTEL RULES AND GUIDELINES

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INTRODUCTION

This write up is designed to help you settle in comfortably and get oriented to life in AfRU hostels. During the time you will be at this university, we hope and pray you will allow God to transform and develop you spiritually, academically, morally, and socially, that when you finally leave, you will be equipped for excellent and faithful service to the nations and in God's Kingdom.

We do all we do on the basis of our core values below:

1. We are a **CHRIST-CENTRED** educational center.
2. We practice **INTEGRITY** and encourage **ACCOUNTABILITY** in every aspect of life.
3. We pursue **EXCELLENCE** by setting high standards in our academics and ministry.
4. We practice biblical **STEWARDSHIP** with our time, talents and treasure.
5. We embrace **COMMUNITY** by living and working in unity to fulfil **God's purpose** for the **body of Christ**.
6. We seek to develop a **GLOBAL PERSPECTIVE** of the body of Christ as we equip leaders for the developing Africa context.

HOSTEL RULES AND REGULATIONS

1. There shall be a maximum of six students in each hostel room and a minimum of four students.
2. AfRU shall provide each student with a room and bed without a mattress, while students must provide a pair of bed sheets, blanket, mosquito net, basin, buckets, soap, and curtains. No student is permitted to sleep on the mattress without bed sheets.
3. a) The female students' hostel is out of bounds to male students and similarly the male hostels are out of bounds to female students.
b) If clause (a) is not complied with by any student, serious disciplinary action shall be applied by the Dean of Students office and the University disciplinary committee.
c) Where a student being disciplined shows resistance and fails to comply, parents, guardians/sending church will be contacted and requested to act accordingly.
4. At all times, students are to ensure that the rooms are clean, beds are tidy and a general atmosphere of cleanliness prevails.
5. All resident students are required to sleep in the hostels during the semester. They are allowed to go for ministry in their churches on Friday evening and be back at the University on Sunday by 10:00pm. Students who choose to sleep outside on some days should inform their roommates of their destinations and hold each other accountable.
6. Rooms shall be allocated every semester on 'first come first served' basis. No student shall change rooms without the approval of the Dean of Students.
7. For any person who allocates themselves a room other than the Dean of Students / delegated administrator, the following penalties shall apply:
 - A fine equivalent to 30% of the hostel fee will be charged to the account of the person who hosts an individual engaging in unauthorized room allocation.
 - A fine equivalent to 20% of the hostel fee will be charged to the account of the person who allocates a room to themselves without authorization.

8. The Dean of Students, Student Council President, hostel representative and any appointed support team may/will inspect the hostels once a week to see that:

- a). Bulbs, electric switches, sockets and door locks are working.
- b). Floors have been mopped.
- c). Window ledges and other ledges including sills, are dusted.
- d). Personal belongings have been put in order.
- e). Beds have been made.
- f). Walls are clean.
- g). The compound is clean.
- h). No kitchen equipment is in the hostels.
- i). No cooking is taking place in the hostels.

COOKING

All cooking **MUST** happen in the main University Kitchen; away from resident areas. Storage of charcoal and any other thing that may lead to spoiling of Hostel walls and the areas around is prohibited. If this rule is abused at any moment, a monetary penalty shall be charged and the student responsible shall be dismissed from the hostel.

- 8. If the Dean of Students determines that a hostel is not clean enough, those responsible will be required to re-do the work.
- 9. No unauthorized visitors are allowed to stay the night in the hostels. A visitor's pass must be obtained from the Dean of Students and the student is responsible to inform the hostel representative and the Matron or Custodian. A student will be held responsible for any misconduct, loss or damage caused by his/her visitor.
- 10. At the beginning of the semester, students must bring enough toilet paper, soap and other personal sanitary materials.
- 11. Sanitary pads should be disposed of **only** in the available incinerator.
- 12. Toilet activities must take place only in the toilet facilities.
- 13. The hostel representatives shall represent their hostel and will be concerned with all issues pertaining to the hostel.
- 14. All lights must be switched off during the day and when not needed.
- 15. Private property must not be left in the rooms during semester breaks. The hostels are sometimes used for conferences and all property left behind will be considered property of AfRU.
- 16. Radios should be kept at a low volume and should not interfere with others who are studying or resting. The Dean of Students has the authority to confiscate any machine that distracts others with noise in the hostel. Use of earphones is advised in this regard.

17. **Please note** that the University does not permit the use of electrical appliances of any description IN the hostels; this includes, but is not limited to, flat irons, electric kettles, coils, water heaters, etc.
18. Food is not to be eaten, stored or cooked IN the hostels. Students cooking, boiling water, or keeping any cooking apparatus in the hostel risk confiscation of their apparatus by the office of the Dean of Students, and are held responsible for any damages.
19. Students are responsible for all keys assigned to them. If a student loses a key to his/her room, he/she will pay 100,000shs. Loss of keys must be reported in writing to the Dean of Students and a copy to the hostel representative within 24 hours of loss or misplacement with a pay slip to enable replacement.
20. At the end of the semester, keys must be returned to the Dean of Students when vacating the rooms. Unreturned keys attract a fine of 100,000shs. This shall be paid by each room occupant the key was attached too.
21. For the case of damaged door locks, the student who damages a door lock, shall pay 100,000shs to fix the damaged hostel door lock.
22. Duplication of keys or use of resident's keys by outsiders is unacceptable.
23. Decorations such as pictures or wall hangings, shall not be hung on the walls if such hangings or fixing will leave permanent marks or damage. If discovered, the student will buy a tin of paint of the same colour as the wall, to renovate the place.
24. Right to Enter: With the authorization of the Dean of Students, AfRU staff may enter hostel rooms at any time to inspect the University property.
25. Students should only stay in the hostel of residence during lecture time if they do not have lectures and in cases of illness, which should be reported to the Dean of Students.
26. Every student should stay in the room they have been allocated, but they may be moved by the Dean of Students if there is need, or if work is to be done in that particular room.
27. When all occupants of a particular room are out, the room should be locked to prevent theft.
28. At the end of the semester, students should put their property outside the room, mop the floors, remove cobwebs, empty trash bins, clean the bathrooms and ensure all rooms are unlocked before being cleared by the Dean of Students. The room should be left clean.
29. At the end of semester, all students **must** use the upper main gate to leave the campus for purposes of accountability.
30. Students are not allowed to bring with them the following to the hostels:
 - a. Alcohol, and prohibited drugs
 - b. All forms of poisonous substances
 - c. Weapons (such as guns, security knives, etc.
 - d. Pets
 - e. Family members

f. Cigarettes

g. Any other possession deemed dangerous or unacceptable to the University community

31. Upon noticing a fire, earth-quake or any other emergency that poses a risk to residents, report immediately to the hostel representative or the President of the Students' Council, who will alert students to vacate their rooms immediately.
32. If a student or students break the window glasses, doors, door locks, break the bed etc, they shall be required to pay for them at the current market price with the help of the Dean of Students under the guidance of facilities department.
These payments shall directly be invoiced on the students account dues to the University and shall be paid not more than 20 working days to avoid further inconveniences.
33. Only a registered AfRU student shall reside in the hostel. Any one not belonging to this category will be treated as a trespasser and shall be prosecuted and charged.
34. No student is allowed to stay with children in the hostel.

I HAVE READ AND UNDERSTOOD THE TERMS OF THIS UNIVERSITY HOSTEL GUIDELINES AND I HEREBY SIGN THIS BOOKLET TO PLEDGE MY ADHERENCE TO AND COMPLIANCE WITH THE SAID TERMS.

NAME AND REGISTRATION NUMBER

SIGNATURE AND PHONE NUMBER:

DATE: