



SAMTSE COLLEGE OF EDUCATION ROYAL UNIVERSITY OF BHUTAN

WINTER RESIDENTIAL SCHOOL



MEALS & ACCOMODATION SERVICES GUIDELINES

1. MEALS

- 1.1 The College provides quality meal services to all our students with the aim to ensure student convenience, quality learning experience, quality service and efficiency.
- 1.2 Two types of meal services are available during the winter residential school (WRS). Candidates can choose to have their meals in the College Canteen for which the Canteen will charge the approved rates. Candidates can also avail meal services at the Student Dining for which rates are charged as approved by the College.
- 1.3 The Student Dining practices a policy of zero waste, good hygiene and cleanliness.
- 1.4 Three meals including breakfast, lunch and dinner will be served in the Student Dining hall. The cost of meal is Nu. 100 per head per day.
- 1.5 Each candidate opting for meal service at the Student Dining will fill out the **Student Meal Services Application Form** and pay the total meal cost for the entire Winter Residential period. The payment of the total meal cost shall be made at the time of registration. Request for refund will not be entertained.
- 1.6 The Student Dining provides plates, cups & spoons all of which should be washed properly after use and shall not be taken out of the Dining hall.
- 1.7 All matters related to meals in the Student Dining are dealt by the Meals Manager. Questions and enquiries regarding meal matters should be addressed to the Meals Manager.

- 1.8 The College has a standard meal menu and special request based on dietary restriction (Eg. Oil, Salt, Chilli, Veg, Non-veg) shall be addressed to the Meals Manager.
- 1.9 The Student Dining has a standard meal timing for all days which shall be followed accordingly.
- 1.10 Meals at the Student Dining are self-served at the serving counter. Meals are eaten at the designated tables inside the Dining hall. No meals shall be taken out of the Dining hall.
- 1.11 In the event of any damage caused to properties in the Student Dining by accident or found faulty by the student/candidate, it shall be reported to the Meal Manager immediately for ensuring quality service.
- 1.12 It is expected that the above guidelines will be respected and adhered to. Evidence of non-compliance may lead to forfeiture of the Dining services.

2. ACCOMMODATION

- 2.1 The College provides accommodation for all students attending the winter residential school. The aim is to ensure comfort and quality learning, provide basic campus services, access to library and other facilities and ensure safety.
- 2.2 Each candidate opting to avail a hostel room will fill out the ***Hostel Room Allocation Form*** and pay the total room rent for the entire Winter Residential period.
- 2.3 An amount of Nu. 75 per head per night is charged as room rent, which is inclusive of electricity, water charges and **FREE WIFI ACCESS**.
- 2.4 Each candidate opting hostel accommodation will be allotted a room for which the residents will buy their own lock and keys. Safety of personal belongings shall be the responsibility of the resident.
- 2.5 The payment of the total room rent shall be made at the time of registration. Request for refund will not be entertained.
- 2.6 As per the College policy, residents shall not be allowed to cook any type of meals, boil water or make tea in the hostel rooms.
- 2.7 The student hostels do not allow use of alcohol and other addictive substances.
- 2.8 As per the College policy on property care, residents are expected to take good care of the facilities available in their rooms.
- 2.9 The College does not allow residents to tamper with, paste pictures/posters and other displays, or hit nails on the room walls to avoid damage of property.

- 2.10 In the event of any damage caused to properties in the hostel room by accident or found faulty by the student/candidate, it shall be reported to the Resident Manager immediately for ensuring quality service.
- 2.11 At the end of the residential school, resident shall formally handover their room to the Resident Manager.
- 2.12 It is expected that the above guidelines will be respected and adhered to. Evidence of non-compliance may lead to forfeiture of the accommodation services.