



HOSTEL BOOKLET 2025 - 2026



Dear Hostel Students

Welcome to Majan University College's Hostel, your home away from home. We hope your stay here will be comfortable and supportive to your academic journey. The hostel has been designed to create an environment where you can live, study, and grow, while the College remains committed to ensuring your comfort and well-being every step of the way.

Recognising the hostel's role as one of the key facilities supporting your academic life and stability, this booklet has been prepared as a comprehensive guide. It contains the regulations and guidelines that govern hostel life, all thoughtfully developed with your best interest in mind to enrich your overall student experience.

We encourage you to read this booklet carefully and follow the guidelines provided. By doing so, we can work together to build a positive, supportive, and enriching experience for all.

Best wishes

Nabila Al-Macki

Deputy Dean (Academic Affairs)

Hostel Regulations

It is the responsibility of all students to adhere to all the rules and regulations stipulated by Majan College.

Article (1)

Requirements for the Application for Admission into the Hostel:

Students are admitted to Majan University College (MUC) Hostel, according to the following procedures:

1. The applicant should be a registered student of MUC.
2. The applicants should pay the fees of the hostel.
3. The applicant should complete all the procedures needed for the hostel and abide by the rules and regulations of the hostel.

Article (2)

First: Instructions for residing in the Hostel:

1. Students should comply with the rules and instructions of this booklet in addition to any other instructions that MUC makes.
2. Students should not make excessive noise in the hostel to maintain it as an ideal place for studying and relaxing.
3. Students should keep their rooms neat and clean.
4. Students should keep the hostel in good condition, use the utilities properly and leave them clean after usage.
5. Students should ensure the safety of all the facilities in the hostel.
6. Students should stay in the rooms they have been allocated, and they are not allowed to move to another room unless permitted by the warden.
7. Students should inform the wardens of any damage in their rooms or in the utilities and send an email to facilitieshelpdesk@majancollege.edu.om.
8. Students should seek permission from the warden in advance if they want to have a group activity inside the hostel.
9. Students should be responsible for the furniture in their rooms. They should also be responsible for their own belongings. MUC does NOT bear any responsibility for any lost items.
10. Students should use electricity and water wisely.
11. Students should carry their ID cards and show them when asked by the hostel authorities.
12. Students should receive their guests ONLY in the reception halls during the permitted times.
13. Students are not allowed to leave the hostel without permission.
14. Every student is required to sign in every day in the hostel between 9 and 10 pm.
15. Students are permitted to stay in the hostel only during the semesters. During the summer and between semesters, students cannot stay in the hostel unless they have permission from the SSGD.
16. Students must vacate their rooms of all their personal belongings while proceeding for summer vacation. MUC will not be responsible for any item lost and/or damaged.
17. Students who are unwell are required to inform the wardens and avail the 10:30 AM bus service to the hospital. This service is available from the hostel as well as from the College.
18. Students with any kind of chronic illness must inform the hostel wardens and Student Services Specialist of their condition and medical requirement to enable staff to be equipped with the support required.

Second: Prohibited Actions:

1. It is not allowed to stick any posters, pictures, announcements, or advertisements on any wall or closet inside the rooms without approval from the warden.
2. Students MUST NOT host friends or guests from outside and let them stay after the time permitted for visiting. Additionally, guests and friends from outside are not allowed in the bedrooms and hostel's utilities.
3. Students should NOT cook in the hostel's kitchens between 11:00 PM and 5:00 AM with exception to the holy month of Ramadan.
4. Students are NOT allowed to use incense or burn any kind of coal inside the hostel for any reason. Any violation to this rule will lead to immediate expulsion from the hostel.
5. Students MUST NOT heat up light snacks or make coffee/tea except in the designated areas. Cooking inside the rooms is prohibited. Students MUST NOT have cookers or burners in their rooms. Any of these items found will be confiscated immediately, and the student will be penalised.
6. Students should dress modestly at all times, while in the hostel.
7. Students MUST NOT bring any kind of alcohol or cigarettes inside the hostel, nor may they chew tobacco or bring to the hostel indecent books, magazines, CDs, etc.
8. Students should be mindful of information accessed and/or circulated via social media platforms while on hostel premises.
9. Students should NOT assemble in the bedrooms or the utilities without the permission of the warden, with an exception to the TV lounges.
10. Students should NOT persuade others to be absent from attending classes or student activities, nor can they organize protests or sit-ins, or stop following MUC regulations.
11. Students are not allowed to wear 'niqab' inside the hostel.
12. Students are not allowed to use the hostel for other purposes or reasons than the ones mentioned in this booklet.

Article (3)

First: Regulations for Leaving and Returning to the Hostel:

Students are required to fill out the 'leaving form (appendix 1) when they go on weekends or official holidays with the person with whom their parents/guardians have approved. This agreement is signed when the student moves into the hostel

1. Students shall keep the original copy of the 'leaving permission' (for weekends or temporary leave), and they should show it to the hostel warden when they come back. Otherwise, they will be subject to questioning.
2. Female students shall be allowed to leave the hostel only with those who are officially permitted.
3. Relatives can visit during specified times between 4:00 and 8:00 PM.
4. Students are allowed to leave the hostel during the weekdays, and they are required to be back before and by 9:00 PM. During weekends, the latest they can report back to the hostel is 11:00 PM. If a student is late for any reason, she should inform the warden.
5. Students may shop only on the day assigned to the schedule and when accompanied by the hostel wardens.

Second: The End of the Hostel Stay

A- The stay in the hostel ends in the following situations:

- i) At the end of each academic year.
- ii) When there is a case of withdrawal / deferral / postponement / graduation or a penalty of disqualification for one or more semester(s).
- iii) If a student intends to leave the hostel, they may express so by filling-in the vacating form and obtaining the necessary approval from the SSGD. If a student fails to follow all the procedures, she will still be deemed as a resident in the hostel. Thereby, the student will pay the hostel fees until all formalities are completed.

B- When the period of stay is over, students should empty their room and check with the warden. They should also ensure that they receive the receipt of the room along with the check-out form.

C- The fees for the hostel should be paid in entirety before leaving the hostel

Article (4)

Violations and Disciplinary Penalties

A violation is any action that goes against the rules and instructions of the hostel. It can lead to appearances in front of the Disciplinary Committee. It is a committee that meets when there is a violation of the rules and regulations that are mentioned in this handbook. The committee guides and advises students, and is entitled to give one of the following penalties:

1. Warning:

This is verbally done by the warden in the first instance, while a written warning is issued in case of repeated violation. It is done by notifying SSGD and keeping a copy of the written warning in the student's file.

2. Notice:

It is done through a formal letter from the Chair of the Disciplinary Committee to the students. A copy of the notice will be sent to the student's parents/guardians, or the parents will be called to discuss the issue. The notice will be kept in the student's file after signing it as received by the student. The notice is given in the following situations:

- 2.1 If the violations are repeated under 'warning'.
- 2.2 Not adhere to the rules and regulations of the hostel.
- 2.3 misbehaviour with wardens or colleagues.
- 2.4 If there was an intention to ruin students' activities.
- 2.5 If there was an intention to disturb others inside or outside the hostel.
- 2.6 If a student spoke in an inappropriate way with the people in charge, workers, warden, or peers.
- 2.7 If a student fights with peers and intends to make trouble, and if there are repeated complaints from colleagues and wardens.
- 2.8 If a student possesses a TV, Video, CDs, books, or magazines that are PROHIBITED, or if the student is using any of the prohibited items.
- 2.9 If a student intends to ruin public property or the personal belongings of others in the hostel.
- 2.10 If a student uses the hostel for another reason than the main purpose of using the hostel.

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3. Temporary dismissal from the Hostel or College.

The Disciplinary Committee has authority to permit temporary dismissal in the decision taken by the committee where the student is proven for irresponsible behaviour. The student's parents or sponsor will be informed about the decision. The decision will be officially valid once the sponsor is informed. A copy of that decision will be kept in the student file. This dismissal is applied in any of the following cases:

- 3.1 If the violations mentioned under 'notice' are repeated
- 3.2 Leaving the hostel without permission.
- 3.3 Insulting any of the persons-in-charge, warden, or peers verbally or physically.
- 3.4 Getting involved in any forbidden action.

4. Permanent dismissal from the Hostel or College

This is done by a decision from the Dean based on a report from the Disciplinary Committee. This dismissal is applied in any of the following cases:

- 4.1 If the violations mentioned under 'temporary dismissal' are repeated.

- 4.2 If a student does something that is clearly in conflict with Omani society and cultural morals.
- 4.3 If a student did something against religious or national values.
- 4.4 If a student did something against national security.

Note: the Disciplinary Committee has the right to deal with violations by students that are NOT mentioned in this list, and the committee can act as it determines is appropriate. Moreover, the committee can apply other penalties against students in case they violated the rules and regulations.

Article (5) - Accommodation Fees

1. Fee Structure

1. Accommodation fees are charged **per semester**.
2. The fee for a **triple room** (three students per room) is **OMR 240 per semester**.
3. Students may alternatively choose other room types:
 - **Double room:** OMR 360 per semester
 - **Single room:** OMR 480 per semester

2. Security Deposit

A **one-time refundable security deposit of OMR 50** must be paid at the time of registration.


This deposit will be refunded at the end of the student's stay, provided that no fines or charges are incurred due to damage to hostel property.

3. Payment Obligations

1. Upon registering for accommodation, the student is liable to pay the **full semester fee**.
2. If a student remains in residence for more than **four (4) weeks** of the semester, they are required to pay the full accommodation fee for that semester, even if they withdraw before the semester ends.

For Inquiries and Support

If you have any questions or feedback, please contact the **Student Services & Guidance department** via:

 Phone: **24703764**

 Email: **ss@majancollege.edu.om**

The Hostel Committee wishes all of you success
and the best of luck.