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**COUNCIL OF LEGAL EDUCATION  
NIGERIAN LAW SCHOOL  
LAGOS CAMPUS  
LAGOS**

Date:

To: ALL STUDENTS IN THE HOSTEL

Subject HALL OF RESIDENCE RULES

Student must be honest and of good behaviour. He/she should be a responsible and reliable person, hence, must strictly adhere to the Hall of Residence Rules as listed below:-

**1. REGISTRATION**

- (a) Upon registration students' are required to submit one signed passport photograph to the Hostel Head and fill all necessary forms.
- (b) Students should occupy the rooms assigned to them and should not change rooms without permission.
- (c) Prior to occupying the room, each student is expected to check the things in the room and sign the register. All students occupying the rooms will be jointly and severally responsible for the contents of rooms.
- (d) Students are not to misuse the premises for any immoral or inappropriate purpose and shall not create nuisance whatsoever.

**2. SECURITY OF PERSONAL PROPERTY**

- (a) Students are strongly advised to take proper and adequate care of their personal effects. Students should ensure that their personal items are not left freely or in obviously accessible places. Students are advised to keep all valuable and large sum of money in the bank. Doors should always be locked, the keys removed on leaving the room and must be submitted to the porters.
- (b) Students should not leave personal property in their rooms during vacation. The Council of Legal Education takes no responsibility should any loss occur.
- (c) However, cases of theft in the hostel should be reported immediately to the Chief Porter. Staffs are mandated to ask strangers to produce evidence of identity on request. This is done as a means of safe guarding personal property as well as the property of the Council in the Hall.
- (d) Students will be required to bear the cost of replacing any items found missing from their rooms and will also be required to pay for the repair of items found to have been damaged on account of misuse.

**(3) COMPLAINTS**

All complaint in the room s should be promptly reported to the Porters. If your complaint is not attended to and satisfactory explanations not given as to



why the complaint is still pending, the student should contact the Hostel Head for further action.

#### 4. CLEANING OF ROOMS AND ENVIRONMENTAL SANITATION

- (a) Rooms are clean when students are in classes. Students are advised to flush their toilets immediately after use. Toilet brushes are provided in each toilet, this should be used to clean the toilet when soiled.
- (b) Students should not brush their teeth into the gutter or across balcony.
- (c) Students should wash clothes in the bathrooms or near the taps not within the courtyard or along the corridors
- (d) Students are advised to use the waste baskets provided for each room. There should be no littering of the environment.
- (e) Keeping the rooms clean and safe is part of the student's responsibility.
- (f) To prevent accidents, students are to mop off water spilled on the floor immediately.
- (g) Pasting of wall papers, stickers, picture on the wall or doors is not allowed in the halls.
- (h) A monthly room inspection will be carried out by the House Keeper. Any student found misusing any of the hostel facilities and violating the health and sanitation rules will be liable to discipline and for a second or subsequent offender will earn such a student expulsion from the hostel.

#### 5. VISITORS

- (a) Visitors can **ONLY** be received in the Common Room and **NOT** in the students' rooms.
- (b) Visitors **MUST NOT** go to the Common Room without first enquiry at the Reception Desk where they must sign the Visitors' Book.
- (c) Visitors must leave the Hall's Premises latest by 8.00p.m.
- (d) Male students are not allowed into the female student's room and also female students are also not allowed into the male rooms.
- (e) Note that squatting is not allowed in the halls of residence.

#### 6. ELECTRICAL APPLIANCES, FIRE AND FIRE PREVENTION

- (a) The use of certain electrical appliances may cause electrical faults and result in fire hazards. Therefore, under no circumstances, should electrical appliances such as microwaves, ovens, hot plates, heating coils, immersion heaters, toasters, ovens and multiple outlets etc be used in students' rooms.
- (b) The use of gas/kerosene cookers are equally prohibited.
- (c) Candles and naked lights are not allowed in students rooms, when there is no electricity; the use of lanterns with great care is permissible. However, due caution must be observed to avoid fire outbreak.
- (d) Smoking is not allowed in any part of the Hostel and school premises.
- (e) All incidents of fire will be investigated by the Security officer and reported to the appropriate authority. The National Fire Code will govern the disciplinary actions to be taken should there be a violation of any of the rules afore stated.



- (f) Lights, wires, sockets walls doors, televisions, refrigerators, cupboard, windows and/or any others property in the rooms should not be damaged or defaces. Any such damages will be charged for (cost + fine of 25% of cost).

## **7. PREGNANCY**

Students who became pregnant during the course of their studies are advised to obtain immediate medical care, and to inform the Head Hostel. For health reasons pregnant women are required to leave the Hall of Residence three weeks before the expected date of delivery and may not return until they are declared medically fit thereafter to continue their studies. The Council does not grant maternity leave during the course.

- (a) All students must be in their Hall of Residence by 12.00 (mid night)
- (b) The main Hostel gate will be closed between 12.00 midnight and 6.00a.m. daily.
- (c) Students returning to the Hall late must submit to the Porters' Lodge and sign in.

## **8. PARKING**

Cars, should be parked in places provided for them in the Halls and they are so parked at the owner's risk. It is an offence to bring cars into the prohibited areas of Hall of Residence.

## **9. AUXILIARY SERVICES**

- (a) Students are not allowed to invite people/persons to carry out auxiliary services for them without permission from the Hostel authorities i.e. for the purpose of washing clothes, cars, fetching water and carrying of luggage etc.
- (b) Students should note that for security reasons strangers cannot go beyond the Porters Lodge (refer to guest/visitors) or even going into their rooms for any purpose including cleaning of the rooms.
- (c) Violating any of the above rules will attract necessary disciplinary action in accordance with the code of conduct for students of the Nigerian Law School, Lagos Campus.

Management reserves the right to terminate the occupancy of the student for any wilful disobedience or defiance of authority, non-observance or frequent violation of hostel rules, causing damage to person or property.

**SIGNED  
MANAGEMENT.**