



**Standard Operating Procedure for hostel students coming to campus before start of regular classes
(for hourly visit)**

1. Hostel Residents who wish to visit the campus to vacate, take their goods and collect certificates should apply online at <https://amrita.click/cblink06>
2. Students should send an email request to ccwh@cb.amrita.edu, 48 hours in advance before arrival.
3. Students should start their journey only after receiving conformation mail from CCWH office. Accompanying persons are not allowed inside the campus.
4. Students traveling from **Green zones** only will be permitted. **ID card is mandatory. Make sure that you bring your room key.**
5. Vehicle should be parked outside the main gate.
6. Students with any symptoms of cold, cough, fever will be denied entry into the campus.
7. Students may be allowed for a maximum duration of **45 minutes** to stay inside the campus.
8. The student should wear mask at all times
9. The security staff should ensure that the student has installed Aarogyasetu app and is in the low risk status
10. The student will be screened using a non-contact thermometer/thermal scanner. If his body temperature is above **98.6°F**, he will be denied entry into the campus
11. The student should clean his hands using the sanitizer, wash his hands using soap oil in the main gate
12. The student should ensure social distancing throughout his/her movement in the campus
13. The student should meet the Resident Warden of the concerned hostel and register their names in the register.
14. Use elbows/arms to open doors
15. Avoid handshakes
16. Avoid unnecessary movement inside the campus. Movement may be restricted only to the particular floor and room in which you were residing
17. Entry and exit is permitted only once.
18. Avoid contact with hand rails, walls etc.,