

HOSTEL ADMISSION FORM
(20____ - 20____)

1.	Enrollment / Application no.	:		Paste Recent Passport size photograph
2.	Name of the student (In Block Letters)	:		
3.	Gender (Male / Female)	:		
4.	Date of Birth (DD-MM-YYYY)	:		
5.	Age (in Years.)	:		
6.	Mobile Number	:		
7.	E-mail ID	:		
8.	Aadhaar / Passport no. (enclose copy)	:		
9.	Permanent Address	:		
10.	Father / Guardian's full Name	:		
11.	Father/ Guardian's Contact Number.	:		
12.	Local Guardian's Name & Address (If any)	:		
13.	Name of the School admitted	:		
14.	Name of the Programme	:		
15.	Semester and Year of Programme	:		
16.	Physical Disability, if any (Y/N)	:		

Signature of the Student

Signature of Parent/ Guardian

Date:

(Recommended / Not Recommended)

**Signature of Dean/ Associate Dean
Concerned School**

Date:

DECLARATION

I have read and understand all the Hostel rules and regulations* and promise to abide by them without any reservation. I understood that no refund (except Hostel Caution Money) will be given, if I leave the hostel at any moment.

Signature of Student

Signature of Parent/ Guardian

Date:

Remarks by Hostel Warden:

Signature & Date of Hostel Warden

Approved/ Not Approved

Signature & Date of Rector

For office use only:

Hostel fees receipt no. & date: _____

Allotted Room No.: _____

Date of Entry: _____

Hostel Assistant

Section Officer

Assistant Registrar

Important Instructions/ Rules for Hostel & Mess

- All students are treated equally by NFSU and hence, all have equal rights. All are expected to maintain discipline and be courteous to each other in the hostel and the entire campus of NFSU.
- Smoking, chewing tobacco, consuming alcoholic drinks or any other intoxicating drugs etc. are strictly prohibited. If students found guilty will be restricted.
- Students, while going out, shall enter the details like leaving time, purpose and proposed time of return in the register. While returning they shall also enter the time of return in the same register.
- Students shall not conduct group meeting, circulate books, pamphlets & papers and organize parties or get-together inside the hostel premises.
- Students shall not entertain any baggers, vendors or any other unauthorized person inside the hostel premises.
- No single male student & female student should together at a lonely place, and if found they will be immediately dismissed from the hostel.
- Ragging is strictly prohibited, if anyone found guilty, severe disciplinary actions will be taken.
- No Student associate himself/herself with any illegal or immoral activities inside or outside the hostel within the campus.
- Every student is required to be within the premises of the hostel by 9:30 P.M. and inside their respective rooms by 10:00 P.M. Under exceptional circumstances and for genuine reasons made out in writing, the warden made accord written permission for relaxation.
- No male person is permitted to enter the premises of the hostel specially earmarked for the girls. Similarly, no female person is permitted to enter the premises of the hostel specially earmarked for the boys.
- No student is permitted to entertain or accommodate an outsider in his/her room.
- Playing music at high decibel volume or making noise in such a manner so as to disturb the peace of the hostel is strictly prohibited. If the student is found guilty will be restricted.
- Students are responsible for keeping their rooms and the common the areas in the hostel such as visitors' area, bathrooms, stair case and common rooms should be tidy and clean at all time.
- Cooking, making tea, etc., is not allowed in the rooms.
- Students must switch off the lights and fans; and turn off the taps and flush when not in use and before leaving the room.
- Security staff/electricians, contractors or any other service person may enter into the room as and when necessary in the course of their duty under the directive of the officer concerned/warden. However, every effort will be made to respect the privacy and dignity of the students.
- The dress should be decent and the students should take into account of the cultural sensitivity of the local people.

- It shall be compulsory for the students to avail the mess facilities.
- Students should strictly adhere to mess timings*:
 - Breakfast : 08:00 AM to 09:00 AM
 - Lunch : 01:00 PM to 02:00 PM
 - Snacks : 05:30 PM to 06:30 PM
 - Dinner : 08:00 PM to 09:00 PM

*subject to change in consultation with the mess committee from time to time

- Self-services system is followed in the mess.
- Students should not waste the food.
- After eating food, students shall leave the cup, plate, waste food in the designated bins.
- Semester mess charges are to be deposited in advance at the time of admission.
- The students have to vacate the hostel after completion of each semester / year and a fresh allotment will be made after paying the fees.

****The university reserves the right to make any changes to the Hostel fees, Hostel Rules & Regulations, from time to time without any prior notice.***

**Signature of Parent/ Guardian
Date:**

Signature of Student

Hostel Fee Structure*

Currently the University hostel fee charges (per student) are as follows:

- Security Deposit/ Caution Money – INR 7000/- (One time payable, at the time of joining) Refundable (Interest Free), after deduction of any applicable dues.
- Non-AC Double Room (on twin sharing basis) Charges (Per Student) – INR 59,400/- per semester.
- AC Double Room (on twin sharing basis) Charges (per student) -INR 98,400/- per semester.
- The students, who have got late admission in the hostel, will have to pay full semester fees.

****The university reserves the right to make any changes to the above mentioned Charges from time to time, if any.***

**Signature of Parent/Guardian
Date:**

Signature of Student

UNDERTAKING BY HOSTEL RESIDENTS

I, _____, with Registration No. _____ Enrolled for the _____ Programme in the Department of _____ do hereby undertakes that as a hosteller at NFSU Gandhinagar Campus, I hereby solemnly promise that:

1. That I shall obey in word and spirit the rules and regulations of the Hostel and any amendments thereof.
2. We are aware that the hostel fees paid by us at the time of hostel admission is the only interim fee and we shall abide to pay the revision in the interim fee, if any, and as and when notified as per the norms prescribed by the University and the said fee shall be neither negotiable nor refundable in full or part thereof under any circumstances and that we will not raise the issue of refunding to us the said amount at any time or any circumstance.
3. I shall at all times maintain the discipline and decorum of the Hostel and Campus.
4. I shall preserve, tend and safeguard the property of the hostel, and shall not knowingly or otherwise destroy, damage, or deface Hostel property.
5. I shall keep my room and the common grounds of the hostel clean and unsoiled at all times and will make it available for inspection as and when required.
6. University Campus is totally ragging free campus. If found indulged in the act of ragging and/ any form of violent behavior, I shall be liable to disciplinary action as per the University rules and be punished according to law.
7. I understand that use of any addictive substance like tobacco, alcohol, narcotic or habit forming drugs, etc., is strictly prohibited in the hostel / campus. I will be liable for any disciplinary action for indulgence in such activity, viz., smoking, consumption of alcoholic drinks or any other intoxicating substance in the hostel and campus premises and found under its influence at any point of time/ place during my studies in the Institute.
8. I will maintain my valuables in my own custody. The authority is not responsible for any loss or damage.
9. I agree that no entry or exit will be made by me from 10:00 PM to 06:00 AM in the Institute, unless specific permission is taken.
10. I will be solely responsible for my safety and protection during my departure and return to the Institute. In case I leave the campus/ hostel without prior permission, campus can initiate the disciplinary action against me and campus authorities are not responsible for my safety.
11. In the event of my parents / guardians or relatives are visiting me, I will inform the Warden in advance and access/ contact with them, meeting in the hostel or going out for local visit will be with the consent of the Warden (Written permission).
12. I understand that no friends or outsiders are allowed in the hostel premises. Also, boys cannot go to the girl's hostel or vice versa if not otherwise stipulated and any such visit will be seen as a serious misconduct, inviting penalty.

13. I will play a proactive role as a student and suggestions / feedback for improvement or any concerns about aspects of hostel life will be brought to the notice of hostel in charge immediately.
14. I will strive to play a proactive role in keeping gender amity and maintain cordial & harmonious relations with all, group, individual and authorities on the campus. I understand that the campus observes a non-negotiable stand with regard to issues of caste, creed and communal harmony.
15. I understand that my involvement in any unacceptable behavior under the code of conduct and above and any violation of hostel rules will lead to my immediate expulsion from the hostel / campus.
16. I will not change my allotted room without permission from the authority.
17. I shall ensure that all dues, including any fines or penalties that may have been imposed against me, are paid in time to the campus.
18. I shall strictly observe and abide by the code of conduct the Hostel.

Student's Signature : _____
with Date

Name of the Student : _____

Contact No. : _____

ACKNOWLEDGEMENT

I, _____, father/ mother/ guardian of
_____, have read the terms of above undertaking and understand that the above rules are for my ward's benefit and improvement. I also understand that if he/ she fail to comply with these terms, he/ she will be liable for suitable action as per Institute rules and law. I undertake that he/ she will strictly follow the above terms and conditions.

Parent's/ Guardian's Signature : _____
with Date

Name of the Parent/Guardian : _____
(If Guardian mentions the relationship with student)

Address for Correspondence : _____

Contact No. :