

JNTUH
UNIVERSITY COLLEGE OF ENGINEERING, SCIENCE AND TECHNOLOGY HYDERABAD
KUKATPALLY, HYDERABAD – 500085

APPLICATION FORM FOR HOSTEL ADMISSION

Passport size
photograph

1. NAME OF THE STUDENT :

2. FATHER'S NAME :

3. FATHER'S EMPLOYMENT DETAILS :

4. RANK OBTAINED :
(EAMCET/ECET/PGCET/ICEP/GATE)

Entrance Exam	Rank

5. ADMITTED IN (B.Tech/M.Tech/M. Pharm./M.Sc./MCA/MBA/BBA) :

a) COURSE :

b) BRANCH :

c) ADMISSION NO./ ROLL NO. :

6. LOCAL STATUS

Telangana		Other State		Other Country	
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7. CATEGORY* :
(OC/BC/SC/STwith SUB-CATEGORY)

8. DATE OF BIRTH (in FIGURES) :

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9. MARITAL STATUS : Married () Unmarried ()

10. ANNUAL INCOME OF THE PARENTS :

IN FIGURES

IN WORDS

11. ARE YOU RECIPIENT OF ANY SCHOLARSHIP : YES / NO
IF SO, GIVE DETAILS (produce attested copy)

12. (a) ADHAR Card No. of Student :

E-mail:

(b) ADHAR Card No of Father :

E-mail:

(c) ADHAR Card No. of Mother :

E-mail:

DECLARATION BY THE STUDENT

I hereby declare that, I will abide the rules and regulations framed by the hostel administration from time to time. In the event of any misconduct by me, I will accept any appropriate disciplinary action recommended by the hostel administration. Further, if I fail to pay mess bill in two consecutive months, I will forego to my hostel admission.

PLACE:

DATE:

SIGNATURE OF THE CANDIDATE

DECLARATION BY THE FATHER /GUARDIAN

I hereby agree that my Son/Daughter _____ of _____ (B.Tech./M.Tech/PG/other) in _____ (Branch) shall abide by the rules and regulations of the hostel from time to time. Failing which he/she can be discharged from the hostel. The following details may be used for communication in emergency or administrative purpose.

PERMANENT ADDRESS (for Correspondence)	LOCAL GUARDIAN (if Any)
NAME: _____ ADDRESS: _____ _____ _____	NAME: _____ ADDRESS: _____ _____ _____
Mobile No of Parent : Mobile No. of Student :	Mobile No. of Guardian:

Note: If there is any change in mobile numbers during the course, parents/guardian should submit fresh declaration form in the respective Hostel Office, as it is necessary for communication in emergency.

PLACE:

DATE:

SIGNATURE OF THE PARENT/GUARDIAN

FOR OFFICE USE ONLY

Mr./Ms. _____ S/o or D/o _____ joined in _____ course with specialization of _____ has been admitted in to the _____ Hosteland allotted the Room _____.

HOSTEL WARDEN

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HOSTEL RULES AND REGULATIONS

1. Rooms are allotted to the students by the Hostel Authorities. However, the management reserves the right to change any room/rooms with a short notice.
2. Whoever admits in the hostel should opt both for boarding and accommodation. If a student is staying away from the hostel for one or more nights, he/she should get the permission of the concerned hostel warden.
3. Hostel mess bill (excluding scholarship amount if any) should be paid semesterwise in advance before the commencement of academic year.
4. Hostel admission will be given semesterwise based on the payment of mess bill in advance and clearance of previous dues.
5. Four and two wheeler motor vehicles are strictly not allowed in the Hostel premises as it leads to sound and air pollution, creates problem and disturbance to fellow boarders. However, bicycles are permitted and these are to be kept in the respective Hostel cycle stand only.
6. **Consumption of Alcohol, Drugs, Smoking and any other unwanted items in the Hostel premises is prohibited; violation of this may lead to expulsion from the hostel.**
7. The boarders shall refrain from music and singing or making noise in the Hostel during the hours when students devote the time to study, strict silence is to be observed during study hours.
8. Students are responsible for the safety of furniture, electrical fittings and other fixtures in the rooms and these should be properly handed over at the time of their leaving to the concerned Hostel Warden.
9. Ragging is an offence and it is prohibited by the state as well as Central Government. Students who indulge in ragging or other acts of the misconduct are liable for severe punishment including expulsion from the hostel immediately and also from the College.
10. Use of electrical appliances such as heaters for cooking food, water heaters, iron box, etc. in the room is strictly prohibited.
11. Indoor games are likely to disturb the adjacent inmates and are prohibited in the rooms and playing cricket inside the hostel premises is also strictly prohibited.
12. The boarders shall not issue any orders to the hostel servants and shall not interfere in their work. In case of misconduct or unsatisfactory service on the part of the servants, boarders shall not take law into their own hands, but shall immediately report to the Hostel Office/ concerned Hostel Warden.
13. Boarders shall not put up notices or convene meeting of any sort within the hostel premises without the prior permission from concerned Hostel Warden.
14. Any boarder, who has been suspended/expelled from the College, shall be deemed to be expelled from the hostel automatically.
15. Guests are not allowed to stay in the hostel without prior permission under any circumstances, Boarders who allow guests are liable to be suspended from the hostel and a fine of Rs.500/- per day will be levied.

16. Misconduct, disobedience to the hostel authorities, breach of hostel rules shall result in fine, suspension or dismissal from the hostel.
17. Hostel rules and the regulations framed by the hostel committee from time to time will apply to all boarders.
18. Boarders are advised not to keep rooms unlocked while going out and do not keep money or valuables in your rooms (Cell phones, Computers, Gold etc.). Hostel authorities are not responsible for lost goods/ money/valuables if any.
19. Boarders are also advised not to take the food into their rooms or TV room etc. If they indulge in such activity, disciplinary action will be taken and may lead to expulsion from the Hostel.
- 20. Boarders have to pay mess charges every month within 15 days from the date of display of mess bill. If any boarder is failed to pay mess charges in the specified time, he/she has to pay the penalty of Rs.20/-per day, a maximum of 30 days from the date of display of the mess bill. After 30 days, the penalty shall be collected on the actual mess dues at the rate of 2% (two percent) for every month upto a maximum period of three months. Thereafter, he/she will forgo the hostel admission. Those students who wants to take re-admission in the hostel, he/she has to pay Rs. 500/- towards re-admission charges.**
21. Due to limited hostel accommodation, priority will be given to the students who clear the subjects at a time in subsequent semesters.
22. The students who are eligible for scholarship are required to pay the difference amount of monthly mess bill.
23. Caution and mess deposit should be paid at the time of admission and this will be refunded at the time of vacating the Hostel.
24. If any unauthorized persons (Non-Boarders) found in the hostel during the inspection by University/College officials, those persons shall be handed over to the police and also the boarder who entertained the unauthorized person shall be expelled from the hostel.
25. Students who detained due to shortage of attendance/credits shall forgo Hostel admission and should not enter into the hostel premises without the written permission from the College/University. Violation of this shall lead to expulsion from the college. The detained students who got re-admitted/re-registered for the course are required to apply afresh for hostel admission based on the availability of accommodation.

I have read all the hostel rules & regulations and I abide by the same. If, I violate any of these rules, my hostel admission is liable for cancellation.

Signature of the Parent /Guardian.

Signature of the Boarder (Student)



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OFFICE OF THE HOSTELS

PROCEDURE FOR ACQUIRING HOSTEL ADMISSION

1. Students seeking hostel admission should collect the application form from the **Hostel Office**.
2. Filled in application form along with a challan of **Rs.100/-** towards application fee shall be submitted at the hostel office.
3. Challan form and bank details can be collected from the hostel office.
4. The following photo copies of documents shall be submitted along with application form:
 - a. College / Campus allotment letter.
 - b. Income / Salary certificate or Payslip of Parent.
 - c. Aadhaar card
 - d. GATE/SCORE/EAMCET/ECET/ICET rank card.
 - e. Residence certificate or Parent address proof
 - f. SSC, Inter and Degree marks memos.
 - g. Student study certificate from IV to till class
 - h. Caste certificate
 - i. Passport size photos (4 Nos)
5. The short listed applicants for hostel admission need to pay prescribed caution and mess deposit (refundable) and administrative charges (non-refundable) as detailed below to confirm their final hostel accommodation.

S No	Description	Caution and Mess Deposit		Administrative charges (Non-refundable)
		UG program	PG programs	
1	SC/ST students of TS	Rs. 10,000/-	Rs. 12,000/-	Rs. 1,500/-
2	OC/BC students of TS	Rs. 12,000/-	Rs. 15,000/-	Rs. 1,500/-
3	All students of other States	Rs. 15,000/-	Rs. 20,000/-	Rs. 1,500/-

PRINCIPAL