



THE EDUCATION GROUP

MOHAN NAGAR

MURAD NAGAR

GREATER NOIDA

Hostel _____

HOSTEL ADMISSION FORM



1. Name of the Student _____

Mobile No. _____ Email : _____

2. Date of Birth ___/___/___ Course _____ Year _____

3. Father's Name & Address _____

_____ Pin _____

Tel. STD Code _____ (O) _____ STD Code _____ (R) _____

Father (Mobile) _____ Mother (Mobile) _____

Email ID (Father) _____ Email ID (Mother) _____

4. Permanent Address _____

_____ Pin _____

Tel. STD Code _____ (O) _____ STD Code _____ (R) _____

5. Special intimation from Parents, if any _____

DECLARATION BY STUDENT

I hereby declare having gone through the rules of the Hostel and will abide by them. I will deposit the Hostel fees and other charges as and when asked by the college.

Date : ___/___/___

(Signature of Student)

DECLARATION BY PARENTS

I _____ F/M of Ms. / Mr. _____

hereby agree that the rules laid down for the residents of the DURGA HALLS / EKLAVYA HALLS / SARASWATI HALLS / DHRUV HALLS, as amended from time to time, will be abide by Daughter / Son.

I also confirm that any action taken by the college authorities against my Daughter/Son for violating any of the Hostel rules will be acceptable to us without any prejudice and without any claims thereafter.

Date : ___/___/___

(Signature of Father / Mother)

Mobile No. _____



THE EDUCATION GROUP

MOHAN NAGAR

MURAD NAGAR

GREATER NOIDA

Name of Student Course Campus

Father

Mother

Brother/
Sister

Brother/
Sister

Name
.....
Sign.....
Mob.....

Name
.....
Sign.....
Mob.....

Name
.....
Sign.....
Mob.....

Name
.....
Sign.....
Mob.....

LOCAL GUARDIANS :

1

2

3

4

Name
.....
Relation.....
Sign.....
Mob.....

Name
.....
Relation.....
Sign.....
Mob.....

Name
.....
Relation.....
Sign.....
Mob.....

Name
.....
Relation.....
Sign.....
Mob.....

Address of LG :

1.....

2.....

3.....

4.....

Date..... Time..... AM/PM Warden's Signature.....

Remarks, if any by Warden.....

HOSTEL RULES

'DURGA HALLS'

1. Residents of the hostel, who do not belong to National Capital Region will have a local Guardian. the residents when permitted by the Warden can stay with Local Guardian. Parents will issue an authorization letter in favour of the local Guardian whose consent alongwith the photograph will be submitted to the Warden in the prescribed format at the time of admission.
2. A resident may be allowed to leave the Hostel on Daily Outing for a maximum period of three hours (at one stretch) between the period 7.00 a.m. to 7.00 p.m.
3. Residents will be allowed to stay with the Parents or Local Guardian four time in a month. Application for such purposes is required to be submitted at least a day in advance to the Hostel warden for seeking such permission.
4. Hostel Residents will not be allowed to attend the Institute from their residence/residence of Local Guardian.
5. Residents may be allowed to go out of station with their parents/with persons authorized by the parents or can go home alone during semester break or block closure of the Institute on the basis of authority letter given by the parents for the purpose.
6. Visitors are allowed to meet residents between 4:00 p.m. to 6:00 p.m. only at the Visitors Room in the Hostel Premises. Permission of the Warden is required to meet the visitors. Residents must ensure that visitors enter their details viz. name, address, telephone no., cell no., vehicle no. etc. in Visitor Book.
7. Residents are allowed to go out of the hostel on Sundays and declared holidays of the institute as details below :
(A) 1st March to 31st October - 9:00 a.m. to 7:00 p.m.

(B) 1st November to last day of February 9:00 a.m. to 6:00 p.m.

Prior Permission of Warden is required for leaving the hostel on these days. Residents will have to make entry in registers available with the warden.

8. Main Hostel doors will be closed at 10:00 p.m. everyday. Residents will not be allowed to enter or leave the Campus Premises beyond a period of 7:00 a.m. to 7:00 p.m. In case a resident is required to remain out of the Campus after 7:00 p.m., prior approval of Warden is required at least a day in advance.
9. Attendance in the hostel will be taken by the Warden everyday at 7:00 p.m. Erring residents will be penalised.
10. In any emergencies if the resident is to go home beyond schedules mentioned above, special permission may be granted by the Warden on a written application made by the resident and the warden being convinced about such a necessity.
11. Residents will submit feedback form of the Parent/Local Guardian to the warden immediately after returning to the hostel from their home/Local Guardian's home.
12. Use of heating elements are strictly prohibited in the Room.
13. Residents will switch off fans and lights when they leave their rooms. In their absence if lights and fans are found to be on, they may be penalised.
14. Rooms of the students can be changed, if necessary, during the session.
15. Cleanliness and maintenance of the rooms will be the sole responsibility of the residents.
16. It is expected that the residents will maintain decorum & decency in behaviour & dress and will not wear any dress objected to by the Warden.

17. Residents are advised not to keep valuable items with them. The safety of belongings of residents is the sole responsibility of the residents.

18. The Institute has its own mess facilities and all residents are required to partake their meals, snacks, tea, coffee from this facility.

19. Cooking by residents is not allowed in the room.

20. Expenditure on ailments, illness etc. will be borne by the residents. In case of continuous sickness or contagious disease, residents will be taken home by the Parents/Local Guardians. Hostel has arrangement for first-aid treatment. In emergency, the medical officer is available on call through the Warden.

21. It is obligatory for the residents of the hostel to attend the classes in the Institute. Absence, without permission, from the classes will be considered a serious violation and the hostel admission can be cancelled without any notice.

23. Visitors of the residents are not allowed to stay in the hostel.

24. Parties/get togethers are not allowed in the Hostel without warden's permission.

25. The following Committees will be constituted to manage the hostel and to look into the day to day issues of hostel residents :

- a) Cultural programmes
- b) Games
- c) Discipline
- d) Mess
- e) General Welfare

These Committees will work under the overall supervision of the Warden.

26. Hostel charges are levied annually. This would be in respect of boarding & lodging for a period involving 2 calendar days prior to the first day of