

ECHELON INSTITUTE OF TECHNOLOGY, FARIDABAD
HOSTEL ADMISSION FORM

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Passport
Size
Photograph

FORM NO.....

A.GENERAL INFORMATION

NAME.....Contact No.....

Father's Name.....Contact No.....

Mother's Name.....Contact No.....

Semester.....Branch.....Roll No.....

Present Address.....

.....PIN.....

Permanent Address.....

.....PIN.....

Phone No.....Mobile No.....Blood Group.....

Emergency Contact No.....E-Mail ID.....

Are You Suffering from any Serious /Chronic Disease? If Yes, Specify.....

Name & Address of Local Guardian.....

.....Mobile No.....

Name & Address of Local Guardian: (other than parents)

1-.....Mobile No.....

2-.....Mobile No.....

(Girl Hostellers will also submit photographs of such visitor/guardian)

B. Terms & Conditions of Hostel Allotment & Withdrawal

- a) Students seeking admission to the hostel must apply separately on the above prescribed form at the time of admission.
- b) The allotment of the hostel is made on the basis of availability, home address of the student and his/her academic performance and general conduct.
- c) Rooms are allotted only after the receipt of application and after a student has deposited the hostel charges.
- d) As the hostel is situated away from the main city, the students suffering from chronic / serious diseases, which may require immediate medical treatment, will not be admitted in the hostel.
- e) The allotment of a hostel room is made for both the semesters.
- f) Before withdrawing from the hostel, the boarder will have to return all the items in his charge in good condition. He / She will have to obtain 'No Dues' certificate and submit the same in the office.

C. Hostel Discipline & Miscellaneous Rules

All the hosteller are strictly required to abide by the following rules. Violation of any of these rules will invite strict disciplinary action.

1. All students will strictly follow the instructions issued by the Director/ Dean (Admn), warden from time to time.
2. The hostellers should always conduct themselves in a disciplined & dignified manner. They should never use any abusive or filthy language within or outside the hostel.
3. Ragging in any form within or outside the hostel is strictly forbidden and defaulters, if any, will be severely dealt with as per the existing rules/laws.
4. Hostellers are expected to maintain cordial relations with fellow students and be considerate of other's feeling. They should not indulge in nay quarrel or fight. In case of any dispute, matters should immediately be reported to the Warden/ Chief Warden. In no case, students should take the law in their own hands.
5. Hooliganism in mess/ hostel or college, ill-treatment with mess/ hostel/ security staff will constitute a serious offence and warrant severe punishment.
6. No outsider or day scholar is allowed to stay in the hostel. If any such guest is found staying with any hosteller that will attract disciplinary action.
7. No hostellers should leave the hostel without the written permission of the Warden/ Chief Warden.
8. Mess timings, as framed from time to time should be strictly adhered to. Cooking is not at all permitted in the hostel rooms.
9. No outsider is permitted to enter in the hostel rooms. The residents of the hostel may meet any visitor in the warden's office.
10. The students should not mishandle or damage the college property/ installations/ fittings/ furniture etc. in case of damage or destruction of the institute property, the student will attract disciplinary action including fine to recover the losses.
11. The students are cautioned to take care of their belongings themselves. They are advised not to keep valuables/ large sum of money in their rooms. The management will not be responsible for nay loss incurred on this count.
12. Students are warned not to keep any weapon with them. This is a criminal offence under the law.
13. Students are also strictly prohibited from consuming liquor, drugs, intoxicants, tobacco products in the hostel.
14. Students are also strictly warned against indulging in gambling, betting or any other activity involving stakes. This is a criminal offence under the law.
15. Students are not permitted to hold meetings, celebrate birthdays/ festivals or functions in the hostel without the prior permission of the Chief Warden/ Warden.
16. The hostellers will not change/ exchange rooms without written permission of the Warden.
17. Use of electric/ electronic gadgets and appliances such as room heater/ press/air-cooler, air conditioner etc. is not allowed inside the room.
18. Schedule for closing main gates of Boy's & Girl's hostels will be notified from time to time. No student will remain outside the hostel beyond this schedule without prior permission of the Warden/Chief Warden

Obligatory

- a) Students will pay their Hostel, Mess and other dues in time as per schedule notified.
- b) Students residing in hostels are expected to be regular and punctual in attending their classes. It is expected that they must not have less than 85% attendance in their classes.
- c) Hostellers are also obliged to participate in games/ sports of their choice in the evening everyday.
- d) At the end of even semester, the students shall vacate their rooms and handover the room and all the items in the inventory to the warden/ his representative.

D. Declaration / Undertaking

1. I, hereby, declare that I will abide by all the rules and regulations of the hostel/institute.
2. I, hereby, undertake that I will not abet, indulge/ participate in any act of ragging, which I understand is a cognizable offence. If I am reported/ found to be involved in any act of ragging. I will make myself liable to any punishment, including expulsion from the hostel and / or the institute.
3. I, hereby, undertake that my son/daughter will not indulge in any act of ragging and that I will accept any punishment awarded to him / her incase he/ she is found to be involved in any unlawful activity.
4. I, hereby, authorize the local guardian / visitors whose names have been mentioned here above to visit my daughter/Son.

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Signature of the Parents/Guardians

Signature of the Students

For Office Use Only

1. Hostel Fee Receipt No.....Date.....Rs.....
(Copy Enclosed)
2. Entries in the Hostel Allotment form verified from the office records.

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Office Supdt

Dy Registrar

For Hostel Office Use Only

Room No.....is hereby, allotted in Boy's & Girl's Hostel

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Warden

Chief Warden

Director

Charge taken by the Student

I have taken charge of the following items:

- | | |
|----------------|----------------|
| 1. Study Table | 6. Cupboard |
| 2. Chair | 7. Lock & Keys |
| 3. Bed | 8. Fan |
| 4. Book Rack | 9. Tube Light |
| 5. Curtain(s) | 10. Any Other |

Date:.....

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Signature of the Student