



**Hostel Admission Form**

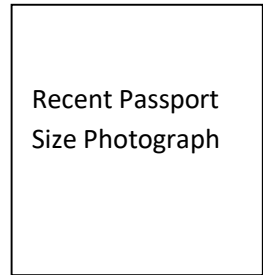
**(ACADEMIC YEAR: 2020- 2021)**

(To be filled in by the applicant in his / her own handwriting clearly and carefully)

**Important Instructions**

- All the details should be filled in **Block Capital Letters**
- No column should be left blank. Write **N.A.** if not applicable.
- Undertaking Form is to be signed by the candidate with blue / black pen and duly signed by the parent / guardian.

**PERSONAL DATA:**



1). Full Name (with Surname).....  
.....

2). Date of Birth .....

3). Residential Address .....

4). Pin:..... City..... State.....

(Mobile)..... Email.....

5). Emergency Phone No. (Parent / Guardian / Local Guardian):.....

6). KrU Institute: ..... Course: .....

**FAMILY BACKGROUND:**

1) Full name of the Parent / Guardian.....

2) Relationship.....

3) Occupation..... Designation.....

4) Permanent Address.....

Email:..... Tel.No. (Mobile / Res.).....

5) Name and address of contact person who should be contacted (in case of emergency)

1) Name.....

Address.....

.....Tel.No. (Mob/Res).....

2) Name.....

Address.....

.....Tel.No. (Mob/Res).....

### **Undertaking**

I/We, the undersigned hereby solemnly affirm and declare that we confirm that if I/we accept and allotted the hostel facility, I/we shall abide by the rule and regulation of Krishna University Rules of the Hostel and all other documents or instructions( Given in Application form), as framed, and enforced from time to time in any form and manner, whatever it may be (hereinafter jointly referred to as “Rules & Regulations”).

**Signature of the Parents/Guardian**

**Signature of the student**

(For Office Use Only)

**(To be filled up by respective Hostel Deputy Warden)**

Allotted Room No. ....

Please accept Rs.....only) as Room Rent. /

Hostel Security and Mess Security, from Mr./Ms./Mrs.....

Room Rent Rs .....Securities Rs .....

Signature of  
DEPUTY WARDEN

Signature of  
PRINCIPAL



## Hostel Rules and Regulations

**Students admitted in the Hostel MUST follow all Rules and Regulations. Violation of Rules and Regulations may invite stringent disciplinary action by the administration.**

### **PAYMENT OF HOSTEL & MESS CHARGES**

1. On admission to hostel all the students are required to pay the fee irrespective of the category to which they belong to
2. Dues to be paid by the students concerned will not be allowed to be transferred from one year to another, one course to another, or from one student to other student under any circumstances
3. Unless the hostel dues are cleared hostel, admission will not be renewed
4. Fee to be paid is under the following heads:
  1. Room Rent/Accommodation fee for one year: Rs.5,000/-
  2. Electricity charges : Monthly payment
  3. Mess Charges : Monthly payment
5. Students shall submit 'No dues' certificate at the end of every year. In the final year No Due certificate shall be submitted in the principal office for obtaining original lower degree certificates and other documents

### **ADMISSION & ALLOTMENT OF ACCOMODATION:**

1. Students seeking admission to Krishna University (KrU) Hostels should apply in the prescribed form within the stipulated time and should follow the counseling schedule and procedures.
2. At the time of admission stipulated fee should be paid.
3. Admissions are strictly based on the accommodation available
4. Principal / Deputy Warden has the right to re-allot or change the rooms for reasons deemed fit
5. Hostellers are responsible for any damage to property/equipment being used by them.
6. KrUhas the right to claim damages from the users after assessment of the same by authorities concerned.
7. A student required to leave the hostel for disciplinary reasons will not have readmission rights or the right to continue.
8. Persons staying unauthorized will be treated as trespassers and will be produced before a magistrate for offences under Sections 447 and 448 I.P.C. etc. which will affect their prospects of employment and admission to other educational institutions.
9. When a student is admitted to the hostel an Identity Card would be issued which should be produced on demand by any Officer of the Hostel Administration or any person authorized by the Deputy Warden / Principal

- At the end of the Academic year once the student completes the final year examinations, he/she ceases to be a boarder of the hostel

### **MESS SYSTEM & MAINTENANCE**

- All Boarders shall avail mess facilities
- Mess bills will be displayed by the caretakers on or before 10<sup>th</sup> of each month
- Boarders in turns shall constitute mess committees for smooth functioning of the messes
- Any boarder who does not avail Mess continuously for one month and above will forfeit hostel admission
- Strict action will be taken against boarders resorting to disobedience or disorderly behavior in the Mess
- Liabilities of a Mess, if any, shall be the joint responsibility of all the members of the mess.
- The employees of the mess will discharge their duties in accordance with the instructions of the Deputy Warden.
- Ill treatment of the mess workers will be viewed seriously

### **INSTRUCTIONS TO BOARDERS**

- Right of admission to the KRU Hostel is reserved ONLY to admitted students
- Boarders need to be in the hostel by 8pm, permission may be given to students pursuing studies by the Deputy warden to return by NOT later than 10pm
- Disciplinary action may be taken if timings are not maintained
- Visitors or Guests CANNOT be entertained in the hostel rooms, in case of any unauthorized person found in the room of the boarder, authorized boarder's admission is liable to be cancelled
- No person from outside the college staff shall be invited to address the boarders without prior permission of the Deputy Warden
- Any activities to be organized in the hostel shall be ONLY with prior permission of the Deputy Warden or the Principal
- Students should not use the common area for discussion **between 10:00pm and 7:00 am.**
- Please do not move any item of furniture/furnishings from rooms or dining areas
- Problems of boarders should be brought to the notice of the higher authorities through the Caretakers/Wardens concerned in writing
- USE OF ELECTRIC HEATERS, STOVES, IRON AND OTHER APPLIANCES IS STRICTLY PROHIBITED

### **MESS TIMINGS:**

|             |                   |
|-------------|-------------------|
| Morning Tea | 07:00 to 07:30 am |
| Breakfast   | 07:30 to 09:00 am |
| Lunch       | 01:00 to 02:00 pm |
| Dinner      | 07:30 to 09:00 pm |

### **PARENTS/GUARDIANS VISITING HOURS**

|          |                      |
|----------|----------------------|
| Week day | 05:00 am to 07:00 pm |
| Sunday   | 10:00 am to 01:00 pm |
| Holiday  | 05:00pm to 07:00 pm  |