

# KARNAL GROUP OF INSTITUTIONS

## HOSTEL ADMISSION BOOKLET



HOSTEL IS A PAYING FACILITY FOR STUDENT, IT IS NOT HIS RIGHT.

### SUMMARY SHEET (To be filled by Warden)

Name		Ph. No	
Father name		Ph. No.	
Mother name		Ph. No.	
Roll no.		Branch	
Semester		Session	
Hostel Form			
<b>Undertakings Submitted</b>			
Hostel Rules	Mess Rules	Affidavit	Goods
Room No. Allotted		Room mates	1. 2. 3.

**Warden Signature**

# KARNAL INSTITUTE OF TECH. & MANAGEMENT, KUNJPURA (KARNAL)



PHOTO

## HOSTEL ADMISSION FORM

1. Name of the Candidate (Mr. / Ms.) .....

2. Father & Mother Name .....

3. Branch..... Session.....

4. Roll. No..... Semester.....

5. Date of Birth (in figures)..... (In words).....

6. Permanent Address.....  
.....

7. Phone -: Landline with STD code .....

Mobile No. -: Father ..... Mother .....

Self ..... Any Other .....

8. Category:- GEN / OBC/ BC- A / BC-B / SC-A / SC-B / ST (Tick)

9. Medical detail:- Blood Group.....Any Disease.....

Have you undergone any medical surgery (if yes, give detail):-

Type.....

Reason.....Year.....

10. Local Guardian Detail:-

S. No.	Name	Relation	Address	Contact No.
1.				
2.				

**Signature of Student**

**Signature of Parents**

## **HOSTEL RULES**

1. **BOYS HOSTEL:** Students are not allowed to go outside the campus after 7:00 pm. in summer & 6:30 pm in winter.  
**GIRLS HOSTEL:** Students are not allowed to go outside girls hostel after 6.30pm.
2. Students are allowed to go outside thrice a week, with gate pass, on their own risk. Student must obtain prior written permission for night stay out of the hostel, otherwise he will be fined Rs.500/-per day.
3. Smoking (Bidi, Cigarettee, Tobacco, Pan, Supari, Khaini & any type of drugs), drinking wine, beer etc & taking non-veg. in the hostel are strictly prohibited. If any student is found drunk or taking non-veg., he will be expelled from the hostel/college.
4. In case of misbehavior, Strike, Ragging, overtake to security, student will be expelled from college.
5. Student has to bring their Undertaking /Affidavit (on Rs.10/- non -judicial paper), for one year stay in hostel, by parent.
6. Student has to bring his/her own Bedding, Lock, rope, mug, bucket etc..
7. Electric gadgets (iron, heater, electric rod, etc.) are not allowed in the hostel.
8. Loud sound (Music, Hooting, Shouting, Birthday party, kitty party, etc.) is not allowed in the hostel.
9. All students will follow the instructions given by Administration/ office from time to time.
10. Students will be responsible for the breakage/theft of the fitted items (glasses, fans, tubes, chairs, curtains, etc.) of their room and recoveries, if any, will be made from concerned students.
11. All students will be responsible for damage to common facilities (mess, corridor, toilets, campus etc.).
12. Defacing of hostel property and walls is not allowed.
13. Abusive language & fighting is strictly prohibited in the hostel.
14. Fee will be paid in advance for one Semester. Fee of 2<sup>nd</sup>, 4<sup>th</sup>, 6<sup>th</sup> and 8<sup>th</sup> semester will be deposited before 10<sup>th</sup> December, & for 3<sup>rd</sup>, 5<sup>th</sup>, 7<sup>th</sup> semester before 10<sup>th</sup> May of every year. Student will not leave the hostel before one academic year. In case of leaving the hostel of their own or for any disciplinary action, fee will not be refunded.
15. T.V. timing is up to 9:30 pm, in normal sound/volume, in common room but after college timing.
16. While leaving the room, switch off the electric gadgets/equipment & close the windows.
17. If any undesirable material (weapons, drugs etc.) is found in the hostel room, then students will be Penalized or expelled from the hostel/college.
18. Outsiders are not allowed in the hostel without prior written permission, and disciplinary action will be taken against defaulters.
19. With prior permission, Parents (Father in boys hostel & mother in girls hostel) are allowed to stay with their ward for one night.
20. During holidays of more than 10 (ten) days, hostel & mess will remain closed.
21. College/Hostel authorities can check the rooms at any time without any information.

NOTE -: In case of violation of the rules & regulations of the institute, authority can take any action against the student. Any type of dispute will be under Karnal jurisdiction.

### **DECLARATION**

I pledge to follow all the rules & regulations of the institute. In case of violation of the rules by me, institute can take any action against me.

Applicant Signature

Parent/ Guardian Signature

## Mess Rules

1. Food will be totally vegetarian.
2. Student has to bring own Spoon, tumbler (*glass*).
3. Students are not allowed to enter the kitchen.
4. Food will be served in the dining hall according to Menu.
5. Food will be served at the prescribed timings.
6. Student cannot carry the food in their rooms.
7. Seating on the tables is not allowed.
8. Student would take their food in queue.
9. Guest charges will be Rs.200/- for one day/ one night.
10. Crockery of mess is not allowed in the rooms.
11. Students will not share their food with non hostler student.
12. All students will take Plates from service counter and return the same to service counter after eating the food.
13. Use wash basin for hand wash.
14. Dress for dining hall will be T-shirt & Half –Pant minimum.

**NOTE-: In case of violating the rules & regulations of the institute, authority can take any action against the student.**

### DECLARATION

I pledge to follow all the rules & regulations of the institute. In case of violating the rules by me, institute can take any action against me.

Signature of student

Signature of parent/Guardian

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Students	Deponents
Photograph	Photograph
Duly signed	duly signed

**AFFIDAVIT**

Affidavit of Sh.....S/o..... R/o.....  
 ..... I above  
 name deponent do hereby solemnly affirm and state as under:-

1. That my son / daughter .....Roll No..... is studying in  
 ..... Course in Karnal Institute of Technology & Management Kunjpura, Karnal  
 (Haryana). Institutions run by Mahavir Shiksha Samiti, Karnal.
2. That he/she is a hostler residing in boys/girls hostel.....
3. That my ward & deponent have gone through rules and regulations of the hostel and undertake to  
 abide by these rules.
4. That my son/daughter ..... be allowed to leave the hostel by the end of  
 each week i.e. Saturdays & Sundays being holidays or as per institutes rules.
5. That my prior permission will not be required for leaving the hostel on weekend & other holidays.
6. That it is my responsibility entirely for my ward about the whereabouts and his/her activities  
 during the period outside the hostel.
7. That the college in no way is responsible for his/her activity outside the hostel during  
 holidays/vacation and out passes.
8. If my ward is involved in any kind of activities related to ragging and guilty for the same, he may  
 be fined or suspended or expelled as per Honorable Supreme Court guidelines.

Deponent

Date:-

Place:-

Verification

That the contents of the above affidavit are true and correct to the best of my knowledge and belief.  
 Nothing material has been concealed there-from.

Date:

Place:

Deponent

Address.....

.....

Mob. No.....

## UNDERTAKING

I takeover/handover the following items in the hostel

Room No.....

Seat No .....

<b>S.No.</b>	<b>Name of the item</b>	<b>Cost (in Rs.)</b>
1.	Study Table	1000/-
2.	Chair	500/-
3.	Tube Light & assembly	400/-
4.	Fan	1000/-
5.	Locker	4000/-
6.	CFL	200/-
7.	Bed	2000/-
8.	Curtains (if any)	1000/-
9.	.....	.....
10.	.....	.....

Taken over by Occupants

Handed over by Caretaker

Full Signature: -

Full Signature

Father Name:-

Roll No. : -

Branch : -

Dated : -

I undertake that in case of any wear & tear /damage, the cost of the above mentioned items will be paid by me.

Full Signature of Student