

KARUME INSTITUTE OF SCIENCE AND TECHNOLOGY



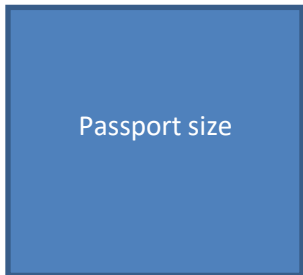
HOSTEL ACCOMODATION CONTRACT AGREEMENT FORM

APPLICABLE FROM To.....

Room No..... Bed No.....

How to complete a form:

- 1. Three passport size color photograph.
- 2. All payments towards hostel fees should be paid before the start of the Semester.
- 3. Payments should be made using the Control Number generated in the System.



STUDENT DETAILS

Name.....

Department..... NTA LEVEL.....

Programme Registration No:

Year of Study.....Course/Semester.....

Sex: (M/F) Mobile No:

Date of Birth: Nationality: Religion:

Passport No (Foreign): ZAN ID/NIDA (Local Students):

Permanent address:

Medical illness (if any).....

EMERGENCY CONTACT

Name:

Relationship: Mobile No:

CODE OF CONDUCT FOR THE INMATES OF THE HOSTELS

The following rules shall apply to the students residing in the hostels. Violation of any rule will make the inmate liable to disciplinary action including expulsion from the hostels and also from institution.

1. Every student must remember that the hostel is the home of the student on the campus and therefore, he/she should behave himself/herself on the campus as well as outside in such a manner as to bring credit to him/her and to the institution.

2. In-order to avail the hostel facility the students need to pay the hostel fees per semester –wise in the beginning of the semester.

3. Hostel admission will be valid for each Semester only. i.e. October to March and April to August.

Students will be required to vacate the room within 03 days and hand over the Key to the Authorized Person on completion of the scheduled examination in each semester. If he/she required the same room it should be reserved in advance before vacating the room.

4. Students may be allowed to stay in the Hostel during vacations by paying the proportionate additional fees to be paid for those months in advance and based on prior request.

5. The students who used to stay in the hostel previously need to clear all their past dues and then in-order to avail the further hostel facility they need to pay hostel fees per semester-wise in the beginning of the semester.

6. Residents shall occupy the rooms only after allotment is made by the Bursar/Matron concerned. Change of room may be permitted in exceptional cases, by the Bursar/Matron. Unauthorized occupation of any room or exchange of rooms shall be treated as serious violation of disciplinary rules of the hostels.

7. Room furniture, electrical fittings etc., are required to be maintained by the students in good condition.

8. No parent or guardian of a student is permitted to stay in the hostel (Without prior permission).

9. Male / Female students shall not remain absent after 22:00 without the prior permission of the Bursar/Matron. In case of any emergency, they should inform or take written permission from the Hostel Bursar/Matron. Students should enter in and out timings in the register maintained at the hostels entry point.

10. The students are required to carry their identity cards with them when they move inside the campus.

11. Visitors are not permitted in the hostel without prior permission from Hostel Bursar/Matron.

12. A hostel student will be completely responsible for all his/ her possessions including his/her Laptop/Computer/Electronic gadgets, etc. The hostel management will not be responsible for any loss incurred.

13. They should lock their rooms properly when they go out for their bath, mess etc., each room-mate must keep a key of the door lock of his room, particularly in the case of double/triple seated rooms.

14. Fans and lights must be switched off when the students leave their rooms. In case it is noticed that fans/lights are on the locked room, a heavy penalty will be imposed for wasting the costly energy sources.

15. The room of any student in the hostel can be inspected at any time by the Bursar/Matron or any authorized member of the institute staff.

16. Hostel inmates are requested to maintain their surroundings neat and clean.

17. Cooking and use of any electrical appliances, shouting and playing loud music in the room is strictly prohibited. In case if anyone found doing so will be treated as serious violation of disciplinary rules of the hostels.

NOTE:

I confirm and agree that I have read the Code of Conduct and shall abide with the said Hostel Code of Conduct. In the event I fail to make payments for a semester, I hereby agree that the Institute can terminate my accommodation contract and request me to vacate the hostel premises immediately.

I agree that I will not take any action against the Institute in the event the above action is taken against me as a result of default in payment.

Student's Name:Reg No:

Signature:Date:

Witness by Parent/Guardian:

Name: Phone No:

Signature:Date:

Declaration:

1. I understand and accept the general conditions for booking of hostel accommodation.
2. I declare that the particulars in this application form are true to the best of my knowledge, and I have not willfully suppressed any material fact. Any misrepresentation or omission of information will render me ineligible for student accommodation.
3. I undertake to abide by the Hostel Accommodation Code of Conduct.

Signature: Date:

FOR INTERNAL USE

New Applicant: Continuing Resident: Check in Date:

Total Payment: Receipt No:

Signature: Remark: