

JAIPURIA INSTITUTE OF MANAGEMENT
A-32A, SECTOR-62, NOIDA

APPLICATION FORM FOR ADMISSION IN THE HOSTEL
SESSION 2013-2014

(For office use only)

REGD. NO.
PROGRAMME & SECTION

(A) PERSONAL DETAILS
(IN CAPITAL LETTERS)

NAME		Passport size photograph (Coloured)
FATHER'S NAME		
DATE OF BIRTH		
BLOOD GROUP		
Medical Complications (IF ANY)		

(B) CORRESPONDENCE DETAILS
(Kindly mention all telephone nos. including mobile & E-mail)

<i>(Permanent address with telephone number (with STD code))</i>
<i>(Mailing address with telephone number (with STD code))</i>
<i>(Name & address of father's work place with telephone number)</i>
<i>(Name & address of local guardian (if any) with telephone number)</i>

(C) FEE DETAILS
(All fee listed below except caution money are for current year only)

Fee	Amount (Rs.)	Receipt No.
Advance Deposit for Boarding Hostel Fee (Lodging) Security (refundable) Mess Charges		

(D) UNDERTAKING

1. I hereby certify that the particulars furnished by me in the application form for admission are correct to the best of my knowledge.
2. I further certify that I have read and understood the rules/regulations governing the admission to hostel and I undertake to abide by them.
3. I undertake that I will not associate (actively or passively) myself with any unlawful organization.
4. I undertake that I will not consume alcohol, drugs or any other intoxicants within hostel premises or come to Hostel after consuming the same.
5. I undertake that if at any time during my stay in the Hostel, the structure and other charges are revised/ increased by the competent authority; the same will be paid within ten days of the notification.
6. I further undertake that I will attend all classes of subjects listed in the syllabus as per Institute rules.
7. I further undertake that I will not give college authorities any opportunity to debar me from entry in Hostel.
8. I also undertake that I will not indulge in any of violence, assault and affray, arson, looting or theft.
9. I agree that in the event of breach of any of the aforesaid undertakings, my admission in the Hostel may be cancelled without any obligation of the part of the institute to issue advance notice. In such an event all fees deposited by me except refundable deposits shall stand forfeited.
10. I am aware that all disputes are subject to Noida jurisdiction only.

Date : _____

Place : _____

Signature of the student

I certify that I have read the foregoing undertaking and undertake the conditions listed above will be met with. I also undertake that I will carry out periodical check on the performance and progress of my ward and will not approach college/Hostel authorities seeking pardon for violation of any of the undertakings.

Date : _____

Place : _____

Signature of the Parent/Guardian

(E) WARDEN'S REPORT

Hostel Allotted	Room Allotted	Furniture Allotted	Room Partner(s)

Date : _____

Signature of Hostel Warden

JAIPURIA INSTITUTE OF MANAGEMENT, NOIDA

HOSTEL RULES & REGULATIONS

The Institute provides hostel facilities. There are separate hostels for boys and girls. Girls's hostel is within the premises of the campus and boys's hostel is approximately 3 kms from the campus but is well connected through local transport. The following hostel rules will be binding on the hostel residents from the date and time of allotment of the hostel seat.

The hostel rules have been framed to minimize inconvenience to the resident and maintain law and order in the hostel as well as in the neighborhood. Violation of any rule will render the student liable to be punished/ expelled from the hostel / institute.

1. The hostel seat is made available on priority to outstation students on first come first serve basis. NCR based applicants may be considered for the hostel, subject to the availability.
2. The Girls's Hostel has a few rooms with AC facility. These are allotted to interested students on written request and payment of hostel fee, on a first come first serve basis.
3. Institute reserves the right to refuse accommodation in the hostel on the basis of one's past record.
4. Allocation of room and room partners is done on random basis and allotment is made after deposit of the hostel fee.
5. Non payment of hostel fee and mess charges on time (as notified from time to time) will debar a student from continuing in the hostel. He/she may or may not be permitted to continue even after the settlement of dues.
6. Hostel shall be managed by a hostel committee under the direction of Director which will include the Faculty coordinators, Wardens and the administration officials.
7. Each student shall be responsible for upkeep and security of furniture/ fixtures of the room.
He/She shall handover the room with its fittings and fixtures at the time of vacating of the room. He/She is liable to be charged for damages caused by him/her to the Hostel Property.
8. Possession or consumption of **CIGARETTES, LIQUOR, DRUGS AND INTOXICANTS IN ANY FORM** in the hostel is **STRICTLY PROHIBITED**. Violation of these rules will render the student liable to be expelled from the hostel. He/she may even be rusticated from the institute.
9. Possession or use of **fire arms, khukhri, knife- having blade length in excess of six inches, explosives of any description such as acid, poison etc,** which can cause severally hurt to a person etc. is **unlawful and prohibited**.

- Violation of this rule will render the student liable to be expelled from the hostel. He/she may even be rusticated from the institute.
10. Students indulging in physical fights, use of abusive and threatening language, use of force to get an unfair act accomplished, etc. are liable to be punished. They are liable to be expelled from the hostel/institute also
 11. Student shall endeavor to reduce electricity bill to the barest minimum. They shall switch off the lights when leaving the room. Occupants are liable to be fined Rs. 100/- or more when found defaulting on this account.
 12. Use of cooking, electric appliances, room heaters / immersion rods, electric iron etc. is strictly prohibited. Use of room heater / immersion rods, will attract heavy fines besides disciplinary action. Their appliances will be confiscated.
 13. Playing music/record player etc. loud enough to cause disturbance to his/her neighbour is prohibited. Long chat on cellular phones is allowed only on the explicit consent of the room partners. Defaulters are liable to be punished.
 14. Maintaining contacts with criminals, unlawful organizations are strictly prohibited. Students indulging in such acts will be severely dealt with including expulsion from the hostel/institute.
 15. Students are not allowed to leave the hostel for a night without written permission from hostel warden and prior intimation from parents / guardians through sms/ email/ registered telephone (as per institute's record). Such leave when exceeding 7 (seven) days must be approved by the Director. Any leave sanctioned without a written request from the parent/guardian must be countersigned by the parent/guardian and submitted to the office (warden) on his/her return from leave of absence.
 16. All students are expected to return to their respective rooms by 8 P.M. during winter (Nov. – Feb.) and 9 P.M. during summer (March – Oct.) and also to make the entry in register held for this purpose with the security guard/ hostel staff. Security Guard will check and record the name of absentees after last entry timings. He/she will submit the names of the defaulters to the Warden for further action. Residents are advised to be cooperative & courteous with the security guards. **Disciplinary action may also be taken against frequent defaulters.**
 17. Although the visitors are allowed to the hostel, yet they are not allowed to stay overnight in the hostel without the specific written permission of the Warden. Visitors must leave the hostel by 8 P.M in winter & 9 P.M in summer. Visitors to the Girls hostel shall remain limited to her parent, relatives and local guardians and whose names have been given by the parents at the time of admission.
 18. No male visitors are allowed inside the room of the girl's hostel. Similarly, no female visitors are allowed inside the room of boy's hostel. This applies to students also.
 19. A complaint register shall be maintained in each hostel. The warden shall examine the register **daily**, take remedial/corrective actions and bring the problems to the notice of the Director. A suggestion box is kept in each hostel which will be opened weekly in the presence of hostel committee.
 20. All residents of the hostel are required to show their ID at the time of entry in the hostel.

21. Any student who fails in a trimester will be liable to be expelled from the hostel and shall vacate the hostel within specified time.
22. Hostel is allotted for an academic year and the payment is charged on annual basis. Fees paid for hostel shall not be refunded in case of vacating the room for **“any reason”**.
23. Hostel Residents are required to vacate the hostel room along with their belongings within 15 days of the closure of the academic year.
24. All requests of hostel seat for second year students must be received in writing along with Hostel fee by 15th May of every year. Previous year defaulters may not be allowed to stay in the hostel in second year.

Hostel committee