



THAPAR INSTITUTE
OF ENGINEERING & TECHNOLOGY
(Deemed to be University)

Hostel – M

ALLOTMENT FORM

PHOTO

Name _____

Class _____ Branch _____ Year _____

Roll no _____ DOB _____ Blood Group _____

Mobile no _____ E-Mail _____

Father's Name _____ Mobile no _____

Mother's Name _____ Mobile no _____

Permanent Address _____

Academic/Hostel Fee _____ Mess Fee _____ Allotment Date _____

Room no

Biometric Code

Mess/Laundry no

(for office use only)

Sno	Name of items	Yes	No
1	Box bed with mattress (mattress cover)		
2	Study table		
3	Study chair		
4	Light		
5	Fan with Regulator		
6	Air Conditioner with Remote		
7	Almirah Hanger Rod		
8	Pin board		
9	Book shelf		
10	Dustbin		
11	Curtain with rod		
12	Geyser		
13	Locker with key		
14	Bathroom Mirror		
15	Exhaust fan		
16	Door Key		

I have received all the above items in proper and working condition. While leaving the hostel. I will hand over the charge of the room along with above items in their proper condition to the care taker. Any loss/damage to these items shall result in individual or collective recovery. Above statement is true in my knowledge. If I fill wrong statement, then cancel my room allotment.

Signature of Caretaker

Student's Signature

General Rules and Regulations for Hostel Residents

- a. Hostel residents are provided a minimum set of furniture and fittings in each room, consisting of a box-bed for each resident as well as mattress, table, chair, ceiling fan with regulator, reasonable light fitting, etc.
- b. Students must occupy the respective room allotted to them. The residents must NOT exchange seats/rooms without the knowledge of the hostel authorities under any circumstances.
- c. It is the responsibility of the residents to respect the equal rights of their roommates/hostelmates.
- d. The residents must lock their almirah/rooms when they are away. The residents must put their expensive belongings in the Almirah locked with a chain-lock. Under any circumstances, No hostel resident can break open a lock. The resident must consult the hostel management in case if he/she has lost the key.
- e. **Ragging, in any form, is strictly prohibited. Any violation of this by the student will be dealt with severe punishment/disciplinary action, including permanent expulsion from Hostels.**
- f. Smoking, Alcohol and Narcotic consumption/possession is strictly prohibited in and around the Hostel premises. Entry to hostel in drunken state is prohibited. **Any violations shall invite disciplinary action, including permanent expulsion from Hostels.**
- g. Residents should not keep any unauthorized property or invite unauthorized guests in their rooms.
- h. Residents are responsible for safekeeping of their valuables. Hostel administration and staff will not be responsible for their personal belongings.
- i. Defacing hostel walls/doors and damaging hostel furniture, mess property, etc. is a punishable offence. The students must NOT take the common furniture such as Sofas, Tables, etc. to their rooms. **Any violations shall invite the compensation of the loss/damage along with a disciplinary action, including permanent expulsion from Hostels.**
- j. Residents must sign the exit/entry hostel register, whenever they leave/join the hostel.
- k. Residents are not allowed to use any electrical appliances such as electric heater, induction plate, electric blanket, electric iron, air cooler etc. in their rooms.
- l. Residents must turn off all the electrical fan/AC and lights before leaving their rooms.
- m. **The residents are instructed to file their complaints related to electrical, plumbing, electrical work through online platform. They may also contact Warden Office, if the complaint is NOT resolved at earlier levels.**
- n. The hostel administration, without assigning any reason, has the right to shift the residents from one room/hostel to another, in exigencies.
- o. Use and possession of motored vehicles by students inside campus is prohibited. You may keep a bicycle at your own responsibility. Hostel has no liability of any kind in case of theft/loss/damage of bicycle.

Undertaking

I, _____ have been allotted Room No. _____ in **Hostel M**. I hereby declare that I shall abide by these rules and regulations.

Student Name: _____

(Signature of the student)

Father's Name _____ Roll No. _____

Undertaking

I understand, if I found indulge in any activity causing damage to the hostel property, I shall be responsible and I understand that any such act will invite the compensation of the loss/damage along with a disciplinary action, including permanent expulsion from Hostels

Student Name: _____

Signature of Student

Father's Name: _____

Roll No.: