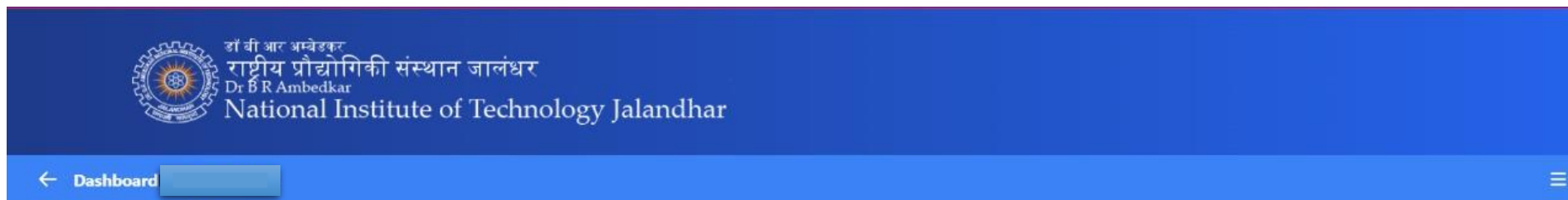


Step-by-Step Guide to Online Room Booking at NIT Jalandhar

Step 1: Visit the following link

Navigate to the NIT Jalandhar room booking portal (www.hostels.nitjalandhar.in)




Step 2: Create your account


Enter your credentials (NITJ email, roll number, password) for signup.

A screenshot of the 'Create an account' form on the NIT Jalandhar portal. The form is white with a blue border. At the top left is a back arrow. In the center is the NIT Jalandhar logo. Below the logo is the title 'Create an account'. The form contains four input fields: 'Your email' with the placeholder 'name@nitj.ac.in', 'Roll No.' with the placeholder '12345678', 'Password' with a masked input (dots), and 'Confirm password' with a masked input (dots). At the bottom is a blue button labeled 'Create an account'. Below the button is a link that says 'Already have an account? Login here'.

Step 3: Login to the Dashboard

Enter your credentials (roll number and password) to log in.





Login

Your email

Password

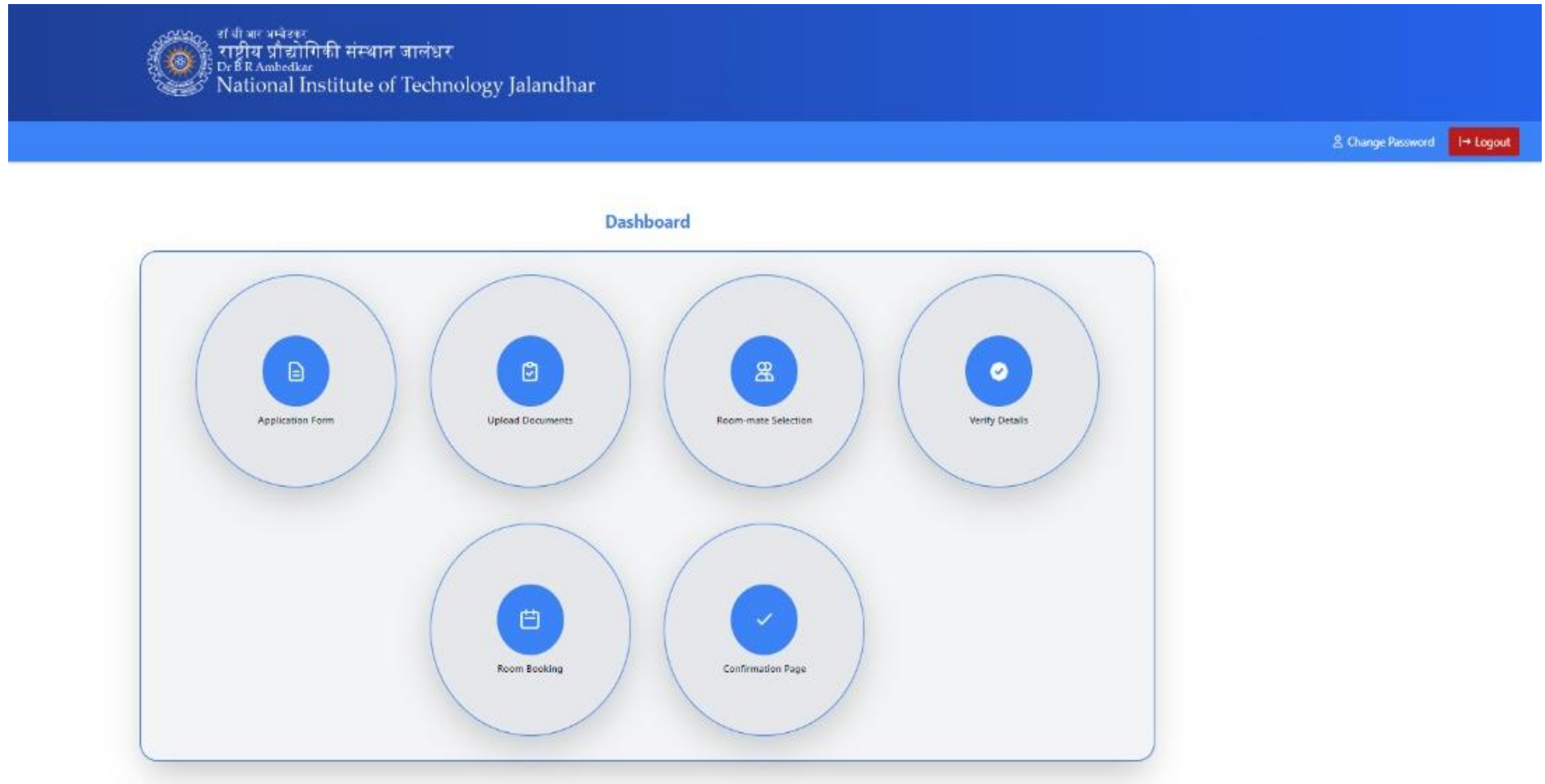
Login to your account

Forgot Password? [Reset Password](#)

Don't have an account? [Sign up here](#)

Step 4: Access the Dashboard

Once logged in, you will see the main dashboard screen. Your dashboard should display various options, including your roll number at the top left corner.



Step 5: Application Form

Click on the "Application Form" button. Fill out the application form with all the required details such as personal information, contact details, and any other information requested. Double-check the information for accuracy before submitting the form.

1 Application Form — 2 Upload Documents — 3 Room-mate Selection — 4 Self Verification — 5 Room Booking — 6 Confirmation Page

Application Form

Personal Details

FULL NAME*

FULL NAME

ROLL NO*

21103002

FATHER'S NAME*

FATHER'S NAME

MOTHER'S NAME*

MOTHER'S NAME

BRANCH*

SELECT

PHYSICALLY HANDICAPPED*

SELECT

BLOOD GROUP*

SELECT

GENDER*

SELECT

Course

SELECT

Year*

SELECT

Semester*

SELECT

Contact Details

OFFICIAL EMAIL ID*

ashishkumar.ck.21@nitj.ac.in

SELF MOBILE NO*

SELF MOBILE NUMBER

FATHER'S MOBILE NO*

FATHER'S MOBILE NO

MOTHER'S MOBILE NO*

MOTHER'S MOBILE NO

SIBLING'S MOBILE NO*

SIBLING'S MOBILE NO

ADDRESS DETAILS

POSTAL ADDRESS WITH PINCODE*

ADDRESS

STATE*

SELECT

LOCAL GUARDIAN POSTAL ADDRESS WITH PINCODE*

ADDRESS WITH PINCODE

LOCAL GUARDIAN'S MOBILE NO*

LOCAL GUARDIAN'S MOBILE NO

Save

Step 6: Upload Documents

Click on the "Upload Documents" button. Upload all the necessary documents as specified by the portal (e.g., identification proof, previous semester results, etc.). Ensure that the documents are in the required format (PDF, JPEG, etc.) and do not exceed the specified size limit. Confirm that all documents are correctly uploaded.

Please Upload the required documents:

1. Institute Fee Receipt

Choose File

No file chosen

Note: Receipt should be in PDF format only, size not more than 500Kb.

2. Mess Advance Receipt (July to Dec-2024):

Choose File

No file chosen

Note: Receipt should be in PDF format only, size not more than 500Kb.

3. Student's Aadhar Card (Self attested):

Choose File

No file chosen

Note: Receipt should be in PDF format only, size not more than 500Kb.

4. Student's Passport Size photo:

Choose File

No file chosen

Note: Photo should be in image format only, size not more than 500Kb.

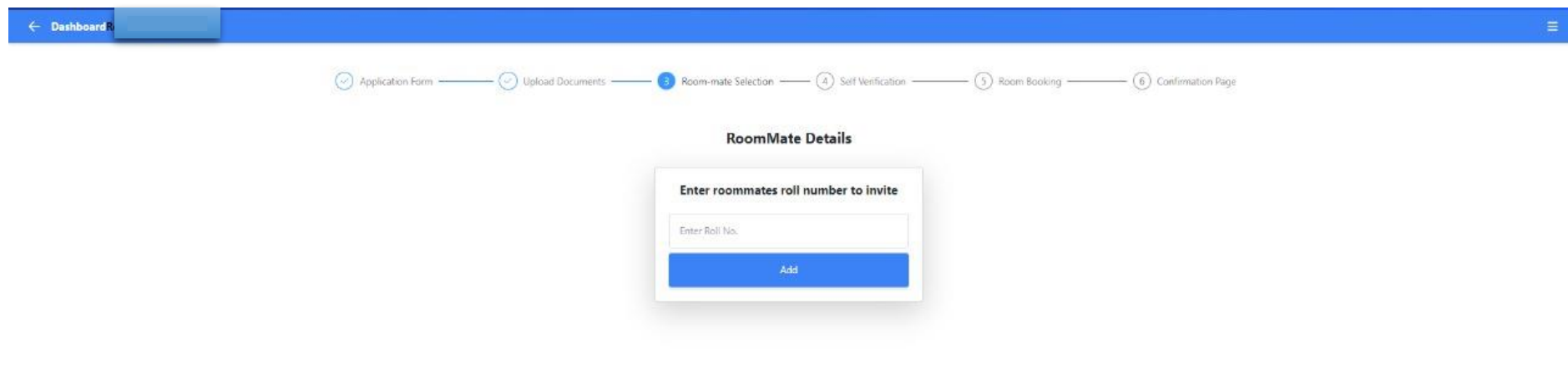
Save & Proceed

All student need to complete the information up to step 6 for proceeding further for room-mate section.

Step 7: Room-mate Selection

Click on the "Room-mate Selection" button and enter the roll number of your proposed room-mate. The proposed room-mate will receive an email for the approval/agreement. In case of rejection, you need to enter the roll number of another student.

This step will not be displayed for the single room allotment process.



The screenshot shows a web application interface for the "Room-mate Selection" step. At the top, there is a blue navigation bar with a back arrow and the text "Dashboard". Below the navigation bar is a progress indicator with six steps: 1. Application Form, 2. Upload Documents, 3. Room-mate Selection (highlighted with a blue circle), 4. Self Verification, 5. Room Booking, and 6. Confirmation Page. The main content area is titled "RoomMate Details" and contains a form with the heading "Enter roommates roll number to invite". The form has a text input field labeled "Enter Roll No." and a blue "Add" button.

Step 8: Verify Details

Click on the "Verify Details" button. Review all the details you have entered so far, including personal information, uploaded documents, and roommate selection. Ensure that all the information is accurate and complete. Make any necessary corrections before proceeding.

Self Verification

Full Name: DUMMY

Rollno: 21103002

Father Name: DUMMY

Mother Name: DUMMY

Year: 4

Branch: computer-science-and-engineering

Physically Handicapped: NO

Blood Group: ab_positive

Gender: male

Email: abhishekkumar.cs.21@nitj.ac.in

Self Mobile: 1234567890

Father Mobile: 1234567890

Mother Mobile: 1234567890

Sibling Mobile: 1234567890

Guardian Mobile: 1234567890

Postal Address: AKDUMMY

State: ladakh

Local Guardian_address: 1234567890

Institute Fee_receipt: [View Document](#)

Mess Advance_receipt: [View Document](#)

Aadhar Card: [View Document](#)

Student Photo: [View Document](#)

Edit

- ☐ I hereby confirm that all the details filled and uploaded by me are true and accurate to the best of my knowledge. I understand that providing false or misleading information may result in disciplinary actions, including but not limited to cancellation of hostel allotment, or other administrative penalties as per the institution's policies.

Save and Proceed

Hostel staff will verify your details and allow you for the room booking on the next day.

Step 9: Room Booking

Choose any hostel and floor from the list of allocated hostels (refer to annexure A). Click on the "Room Number" button. Choose your preferred type of room (single (if available) or shared). If opting for a single room, be aware that availability is limited and is allocated on a first-come, first-served basis. Confirm your room selection and proceed to the next step.

The screenshot displays the 'Room Booking' step of a web application. At the top, a blue navigation bar includes a 'Dashboard' link and a progress indicator with six steps: Application Form, Upload Documents, Room-mate Selection, Self Verification, Room Booking (current step), and Confirmation Page. Below the navigation bar, the 'Available Hostels' section lists various hostel blocks: MBH-A, MBH-B, MBH-F, BH-3, BH-4, BH-6, BH-7, BH-7E, GH-1, GH-2, MGH-PHASE-1, MGH-P-2 A Block, and MGH-P-2 B Block. A 'Room Availability' legend defines five room status categories: 'Have Not Selected any Room' (dark grey), 'Available' (light grey), 'Selected' (blue), 'Partially Booked' (yellow), and 'Fully Booked' (red). The main area shows the 'Ground Floor' plan, which is a green rectangular area with a central corridor and surrounding rooms. Room numbers are displayed in small boxes: 133, 131, 129, 127, 125, 123, 121, 119 on the left; 134, 132, 130, 128, 126, 124, 122, 120 in the top center; 113, 111, 109, 107, 105 on the right; 114, 112, 110, 108 on the far right; 118, 116, 115, 104 in the bottom center; and 117, 101 at the bottom. Bathrooms are located at the bottom left and right. A 'Proceed' button is visible at the bottom center of the floor plan.

Step 10. Confirmation Page

Click on the "Confirmation Page" button. Review the booking confirmation details displayed on this page. Ensure that all details, including room type, roommate selection, and personal information, are correct.

Dr B R Ambedkar
राष्ट्रीय प्रौद्योगिकी संस्थान जालंधर
National Institute of Technology Jalandhar

← Dashboard

Application Form — Upload Documents — Room-mate Selection — Self Verification — Room Booking — **6 Confirmation Page**

Final Verification

Hostel Name: Room No:

Roll No: Roommate Name:

☐ I agree to the terms and conditions

Download Undertaking

Save or print the confirmation page for your records.