

# **SHONGSUK HOSTEL**

House no: UB/024

Upper Nongrim Hills

Mobile No: 9436002005

Email: [shongsukhostel@gmail.com](mailto:shongsukhostel@gmail.com) Website: [www.shongsukhostel.in](http://www.shongsukhostel.in)

## **HOSTEL ADMISSION FORM**

1. Applicant's Name \_\_\_\_\_

2. Applicant's Ph. No\_\_\_\_\_

3. Gender \_\_\_\_\_

4. Date of birth \_\_\_\_\_

5. Blood Group \_\_\_\_\_

6. Religion \_\_\_\_\_

7. Father's Name \_\_\_\_\_ Ph. No \_\_\_\_\_

8. Mother's Name \_\_\_\_\_ Ph. No. \_\_\_\_\_

9. Local Guardian's Name \_\_\_\_\_ Ph. No \_\_\_\_\_

10. Name of College/University\_\_\_\_\_

11. Year/Course of Study \_\_\_\_\_

12. Permanent Home Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

13. Medical Conditions, if any\_\_\_\_\_

14. Food allergies/restrictions, if any\_\_\_\_\_

Paste Photo  
here

**Parent's/Guardian's Declaration**

I, \_\_\_\_\_ certify that my son/daughter/ward \_\_\_\_\_ is applying for Hostel accommodation at Shongsuk Hostel. I have read the Rules and Regulations of the Hostel, including the Fees Section and I understand that Admission is given to my son/daughter for one Academic year, which may be extended till the completion of his/her academic career. I shall be responsible for all hostel dues and for any emergencies that may arise with regard to my son/daughter/ward.

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Father's/Mother's/Guardian's signature

Date

**Student's Declaration**

I, \_\_\_\_\_ request you to admit me to the Hostel. I have read and understood the Rules and Regulations of the hostel, and I promise to strictly abide by them, failing which the hostel authorities may take appropriate action against me, including expulsion from the Hostel. I agree to maintain a cordial relationship with my co-boarders, and staff of the hostel to ensure a peaceful and harmonious living atmosphere.

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Applicant's signature

Date

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### **About the Hostel:**

**Shongsuk Hostel** provides a comfortable and homely stay for out-station girls and boys students. It is located at a quiet residential area in the heart of the city. The separate boys and girls hostel buildings are in a spacious and exclusive complex which ensures a peaceful retreat from the hustle and bustle of the city. The hostel aims at giving its students a safe and healthy environment which is necessary for the growth of the students.

We understand the importance of the holistic growth of each student, and to ensure this, strict study hours are maintained, facilities for games, sports and other activities are provided, opportunities for advancing their leadership qualities are introduced, and activities that ensure the spiritual growth of the students is made a part of the daily routine. Discipline is an essential virtue that we endeavor to instill in each hosteller residing at Shongsuk. We strive to inspire in our students a strong sense of social responsibility as well as self-awareness and self-confidence.

The entire complex is Wi-Fi enabled to encourage the students to develop the practice of research based learning.

### **Facilities:**

- \* Inverter back up during power cuts
- \* Hot and cold running water
- \* Shared computers with printer facility
- \* Germ free filtered tap water
- \* Wi-Fi enabled Complex
- \* Spacious outdoor area
- \* Regular sessions with qualified counselors on request
- \* Daily newspapers and infotainment magazines
- \* Round the clock security
- \* Uniform twin-sharing rooms for all Hostellers with personal closets, dressing table, and study tables.

## **RULES AND REGULATIONS**

1. The complex is a tobacco free zone. Hostellers are forbidden to use any tobacco product.
2. Consumption of alcohol or any other intoxicant is strictly prohibited.
3. Girls are not allowed to enter the boys hostel and vice versa
4. No outsider will be permitted to enter the hostel buildings without specific permissions.
5. Hostellers are required to be in the hostel by 6.00 PM every day, except with prior permission under special circumstances.
6. Hostellers are to maintain regular study hours from 7.30 PM to 10.30 PM
7. Hostellers are not allowed to take overnight leave from the Hostel under any circumstance, unless with prior request by either parent of the Hosteller.
8. Log books are maintained to monitor late-comers, overnight leaves and each Hosteller's departure and arrival to and from their respective homes during long vacations. This may be shown to the parents on request.
9. Hostellers are not allowed to use any electrical appliances in their rooms except their personal mobile phones and laptops.
10. Hostellers are required to look after the facilities provided to them. Any damage will be recovered from the hosteller concerned.
11. Hostellers are required to take care of their personal belongings. The management will not be held responsible for any loss or damage.
12. Hostellers are responsible jointly, and individually, for maintaining cleanliness and aesthetics within the hostel complex.
13. Hostellers are required to maintain discipline and decorum at all times, and to maintain a harmonious relationship with fellow hostellers and the staff of the hostel.
14. Hostellers are expected to take part in all common activities in the hostel, such as the common Saturday Fellowship Programme, Outings or programmes organised for the common interest of the Hostellers.
15. There is a zero tolerance policy for sexual harassment, bullying and ragging. Any hosteller caught indulging in any of these activities will be immediately expelled.
16. The hostel provides First Aid and primary health kit to the hostellers in case of illness. However, for any medical emergency that may require hospitalisation or intensive treatment, the hosteller will be moved to the nearest hospital and the local guardian/parent will be informed. The guardian/parent will look after the medical expenses and the recuperation of the hosteller.
17. If any hosteller contracts a communicable disease, the Hostel Management has the discretionary authority to send the hosteller home till he/she recovers completely, so as to avoid an outbreak of the disease in the hostel.
18. Once a hosteller joins the hostel, he/she automatically joins the mess. Any arrangement for the hosteller to opt out the mess services will not be permitted under any circumstances.
19. Any complaints should be brought to the attention of the management at the earliest.

## **FEES**

**The Fee Structure is as given below:**

<b>1. ADMISSION FEES</b>	<b>Rs.4000/-</b>
<b>2. ANNUAL MAINTENANCE FEES</b>	<b>Rs.5500/-</b>
<b>3. MONTHLY FEES:</b>	
Monthly mess fee	Rs.3400/-
Monthly establishment fee	Rs.3600/-
<b>Total Monthly Fees:</b>	<b>Rs.7000/-</b>

### **Payment of Fees:**

1. Payment of fees is to be made directly at the Hostel Office.
2. At the time of admission, Admission Fees and Annual fees are to be paid. (Sl. No. 1 & 2)
3. The Admission Fee is a onetime payment. However, the Annual Fees has to be paid at the beginning of each Academic Year.
4. Monthly fees have to be paid by the 10<sup>th</sup> of every month, failing which a late fine of Rs.100/- per day will be levied.
5. If admitted, the Hostel seat is reserved for one Academic year Hostellers who fail to complete an academic year, have to clear the monthly establishment fee for the remaining months of the Academic Year. It may be noted that the Hostel academic year usually begins in the month of June and ends in the month of May.
6. During holidays etc., a concession of 50% in the monthly mess fees will be made **only** if Hostellers stay for less than 10 days of the month.
7. Monthly establishment fee is to be paid for all the months of the academic year, including long holidays and breaks when students go home for more than a month.