

**Office of Dean Student Affairs**  
**Indian Institute of Technology Delhi**  
**Application for seeking extension of Hostel/ Apartment stay**  
**(NON PhD. Students)**

**Details of applicant**

1. Name (In Block Letters): \_\_\_\_\_
  2. Entry No.: \_\_\_\_\_ Contact No.: \_\_\_\_\_
  3. Department: \_\_\_\_\_ Name of Program \_\_\_\_\_
  4. Total Credits completed \_\_\_\_\_ Total Credits remaining\* \_\_\_\_\_ (for Btech & Dual degree students)
  5. Hostel/Apartment: \_\_\_\_\_
  6. Period for which extension is required: From \_\_\_\_\_ to \_\_\_\_\_
- Purpose of extension \_\_\_\_\_
- Supervisor/HOD/ADSW Remarks\*\* \_\_\_\_\_
- \_\_\_\_\_
- Name of supervisor/HOD \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Caretaker remarks**

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There are no dues outstanding against \_\_\_\_\_ Entry No \_\_\_\_\_

Caretaker signature \_\_\_\_\_ Date \_\_\_\_\_

\*Please enclose latest Grade sheet, \*\* if extension is for academic reasons forward through supervisor and HOD, if for medical or other reason, forward through ADSW.

**Undertaking by student**

I hereby confirm that-

1. I shall pay all charges as applicable during the extension phase.
2. I understand that this allotment is only for the specified period.
3. I will vacate the room/apartment by the specified date.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

ADHM Signature \_\_\_\_\_ Date \_\_\_\_\_