

# PDM UNIVERSITY

Sector-3A, Bahadurgarh, Haryana-124507.

## HALLS OF RESIDENCE ADMISSION FORM

### STUDENT INFORMATION

First Name ..... Middle Name ..... Last Name .....

D.O.B.:    Age (years) .....

Gender: ..... Single/Married .....

Course: ..... Session: .....

Roll No.:

Contact No.:                      Email-Id: .....

Affix  
Passport  
size  
photo

### PARENTS' INFORMATION

(PLEASE ENCLOSE A COPY OF PHOTO ID)

Father's Name: ..... Mobile No.:

Occupation: ..... Designation: ..... Email Id: .....

Mother's Name: ..... Mobile No.:

Occupation: ..... Designation: ..... Email Id: .....

### PERMANENT ADDRESS

(PLEASE ENCLOSE A COPY OF ADDRESS PROOF)

Address: .....

City ..... District ..... State ..... Country .....

Residential Phone

### GUARDIAN'S INFORMATION

(PLEASE ENCLOSE A COPY OF PHOTO ID WITH ADDRESS PROOF)

Name: ..... Mobile No.:

Occupation: ..... Designation: ..... Email Id: .....

Residential Address: .....

Relation with Student:

Residential Phone

### ROOM INFORMATION

Type of Room Occupancy:  SINGLE  SHARED

AC  NON AC  COOLER

Food Preference:  VEG  NON VEG

Additional Preference (if any): .....

.....  
Student's Signature

## DECLARATION BY THE STUDENT

1. I \_\_\_\_\_, have read the rules and regulations for my admission into accommodation facilities of PDM University.
2. I agree not to indulge in groupism of any type and would live in harmony with others in the hall.
3. I understand that smoking and consumption of alcohol and other objectionable material in the halls is strictly prohibited and I will abstain from such acts.
4. I declare that indulgence in any anti-institutional or anti-social activity in the hall is highly punishable and I will be liable for severe penalties and punishments for indulging in such acts.
5. I declare that I am physically and medically fit to live in the halls. I also declare that every information about my being medically/psychologically unfit in any degree or manner has been brought to the information of the college authorities at the time of applying for hall accommodation. I will not hold the University authorities, or the hall authorities responsible for any consequence which will be a result of my non-disclosure.
6. I shall pay the hall fee/other charges/before the specified dates. If i fail to do so, i will abide by the rules and regulations about penalty.
7. I undertake to conduct myself as a diligent student within the hall and in the vicinity and not misbehave in any manner including using inappropriate language, physical tiffs and thoughts with the other inmates/ employees and others in the hall's neighborhood.
8. I agree not to cook, not to use electric and electronic gadgets, not to wash and press clothes in the hostel rooms.
9. I will not cause any damage whatsoever, including defacing to the property of the hall and understand that I will be liable for penalties and punishments for doing so.
10. I accept to stay within the hall premises by the stipulated time and will not stay out without proper prior permission from concerned authorities.
11. I undertake to abide by all the rules that govern my stay in the hostel and also all the changes to the rules that may be made from time to time.
12. I will not damage any furniture or appearance of room and will agree to pay the fine if done so.
13. Finally, I agree to abide by all the rules and regulations of the institution with regard to hall stay, which may be framed from time to time and accept the decision of the management in all respects as binding on me for compliance.

Date: .....

Place: .....

**Student's Signature**

## DECLARATION BY PARENTS

1. I/ We have read the Hostel Rules and Regulations laid down by the University and agree to abide by them.
2. I/ We hereby authorize the persons as stated on Hostel Admission Form to act as Local Guardians for my/ our son/ daughter. I/ We also delegate my/ our responsibility to him/ her and authorize him/ her to take necessary decision and action in my/ our absence.
3. I/ We certify that my/ our resident address and the Local Guardians address and contact details as mentioned on page 1 are correct in case of any change, I/ We will intimate the same to the Hall Management within 3 days.
4. My/ Our ward will not indulge in any act of Ragging. If he/ she is found indulging in any such act or misbehavior, disciplinary action may be initiated against him/ her as per the provisions of the Act No. IPC 326 (Serious injury), 323 (injury) and IT act 67 (Vulgar SMS) and he/ she may be expelled from the University if found guilty. If my/ our ward is involved in any act of ragging, an FIR may lodged against him/ her.
5. I/ We have gone through the hall guidelines and read through the fee structure & payment schedule. We agree to abide by them and strictly adhere to the payment schedule given. I/ We will deposit the fees in full before the beginning of each term. The Hall Fees and penalty, which is due towards payment by me, will be paid within 30 days. If I/ We default in making the payment, I/ we are aware that, I/ We will be asked to withdraw my/ our ward. I/ we will accept such a decision of the Hall Authorities.
6. I/ We have carefully read the “Leave Rules” of the institution for PDM University Halls of Residence. I /We understand that no leave is granted to the students unless approved by the respective Dean or HOD. The gate pass will be issued only to me/ us or to the authorized local guardians to take my/ our ward, out of the hall during regular week end outings, leave for special occasions.
  - a. Leave for attending marriage:
    - I. I/ We understand that the application for leave to attend marriage will be supported by a marriage invitation card.
    - II. I/ We understand that in addition to the travel time, only two days leave will be permitted for the following cases:
      - i. Marriage of real brother & sister.
      - ii. Marriage of Parents real brother & sister.
  - b. Leave on account of death in the family:
    - i. I/ We understand that such leave is permissible to offer condolence only in the event of death of an immediate relation in the family.
7. I/ We shall ensure that my/ our ward will report back to the Hostel on the assigned date as mentioned in the leave application.

8. I/ We understand that my/ our ward will be expelled from the Hall for any of the following act:
  - a. Damaging Hall Property
  - b. Act of Ragging
  - c. Smoking, drinking alcohol and use of other psychotropic drugs & substances.
  - d. Leaving the Hall premises without prior permission.
  - e. Contempt of authority.
  - f. Any act of immorality as per social norms.
  
9. I/ We certify that all information related to the medical history of my/our ward is correct & complete. I/We understand that the University will do its best to provide routine medical aid, but will not be held responsible for any sickness/ undisclosed diseases. I/We understand that in case of communicable/ infectious diseases my/ our ward will be sent back home. I/We/ local guardian will pick him/her up from the hall.
  
10. I/We understand that in case of planned surgical procedures, we will duly inform the hostel authorities and formally apply for leave for my/our ward supported by all medical details & papers. I/We/Local Guardian will personally pick up our ward. My/Our ward will join back after complete recovery and a medical fitness certificate from the concerned medical practitioner.
  
11. If my/ our ward leaves the Hall without permission, the Hall authorities may lodge an FIR with the local Police Station. I/ We will have no right to question and raise objections to this action. The school will not be held responsible in the event of any accidental mishap or untoward incident in such circumstances.

Date: .....

Place: .....

**Signature of Parents**