



छात्रावास प्रबंधन समिति (एचएमसी)  
राष्ट्रीय उन्नत विनिर्माण प्रौद्योगिकी संस्थान  
हटिया, रांची - ८३४ ००३

Hostel Management Committee (HMC)  
National Institute of Advanced Manufacturing Technology  
Hatia, Ranchi - 834 003

### FORM 1 - HOSTEL APPLICATION FORM

Name	:	_____	Affix a recent passport size photo			
Roll number	:	_____				
Course	:	ADC / B. Tech. / M. Tech. / PhD				
Branch	:	_____				
Blood group	:	_____		Gender	:	Male / Female / Others
Date of birth	:	_____		Age	:	_____
Father's name	:	_____		Occupation	:	_____
Mother's name	:	_____		Occupation	:	_____
Local guardian name	:	_____		Relationship	:	_____
Contact numbers	Student	:		_____	Father	:
	Mother	:	_____	Local guardian	:	_____

Address for communication: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Country: \_\_\_\_\_

### FEE PARTICULARS

Amount : \_\_\_\_\_ Payment Ref : \_\_\_\_\_ Date : \_\_\_\_\_  
Bank : \_\_\_\_\_ Branch : \_\_\_\_\_ City : \_\_\_\_\_

### (DECLARATION BY THE STUDENT AND PARENT)

I apply for accommodation in any hostel managed by NIAMT for the academic year 20\_\_ - 20\_\_. I have read and hereby agree that I will abide by the rules and regulations of the hostel in force from time to time.

Signature of the Student

I request you to admit my ward Mr. / Ms. \_\_\_\_\_ Roll No. \_\_\_\_\_  
to NIAMT hostel. I hereby undertake that he / she has read and will abide by all the rules and regulations of the hostel.

Signature of the Parent

### (To be filled by the HMC Office)

Hostel Name : \_\_\_\_\_ Room No. \_\_\_\_\_

Signature of the Warden



## FORM 2 - HOSTEL UNDERTAKING FORM

- 1) I have read the rules and regulations of the Institute and Institute hostels and shall abide by them in letter and spirit and by those rules modified or framed in future, in vogue from time-to-time. I shall follow all the time-to-time directions given by the hostel authority during my stay in hostel.
- 2) I am aware about anti-ragging laws and undertake not to indulge, directly or indirectly, in any ragging activity in the hostel or Institute campus or outside.
- 3) I am aware that I must enter my movement in the movement register kept at Institute main gate while moving for purposes of local shopping, etc. and that I need to obtain prior approval from my parents and hostel warden / hostel authorities before leaving the hostel to proceed to home, etc. and I will do the same.
- 4) I am aware that bringing outside food and preparing or cooking any type of food are prohibited within hostel / Institute premises, including the mess.
- 5) I am aware that I should not organize or join group tours of any form unless approved by competent authority of the Institute / hostel as the case may be.
- 6) I will always cooperate and behave well with the Institute and hostel authorities (Chief Hostel Warden, Hostel Warden and Caretaker) and other persons working at the Institute / hostel. I will not confront or fight with the fellow residents or in involve in any act of indiscipline in the hostel / Institute.
- 7) I am aware that I am not allowed to move around in the residential area of the Institute campus where the Faculty and Staff of the Institute reside.
- 8) I am aware that lockable cupboards are provided to each resident of the hostel and that I will be responsible for the safeguard of all my belongings.
- 9) I will come back to hostel before the prescribed time as notified by hostel management. I am also aware that during my outing period, I am responsible for my safety and security and the Institute or hostel management is no way responsible for any untoward incident happening outside. While going out of hostel, I will carry my Institute identity card. I will be fully and solely responsible for my acts within and outside the Institute premises.
- 10) I will be inside the hostel by 9.00 PM on any day, which may be extended with prior permission from the hostel warden. I will not move in the campus beyond 9.00 PM without any purpose and / or permission of competent authority. I am aware that I may be suspended / expelled from the hostel / Institute on repeated late arrival to the hostel after outing.
- 11) I am aware that silence hour is observed in the hostel premises between 10.00 PM and 6.00 AM, and I assure that I will not involve in any activity that hampers the purpose of silence hour.
- 12) I will not indulge in gambling, smoking, consuming liquor, narcotic drugs or other intoxicants inside / outside the Institute / hostel. If I am found in such intoxicated condition, I will accept any punishment imposed by the hostel management / Institute authorities including expulsion from hostel and / or rustication from the Institute.
- 13) I will not use electrical appliances, such as, electric kettle / stove, electric rice cookers, electric iron, immersion heater, etc. and if I am found using any of these items, I agree to be fined a minimum of ₹1,000.00 at the first instant and will have no objection if expelled from the hostel if found using any of these items for second time.
- 14) I understand that if any individual or group is identified to have caused damage to any electrical appliances, fire extinguishers, switch boards or any other articles, double the cost will be recovered from him / her / group.
- 15) If damage is done in any of the hostel rooms and the person(s) is / are not identified, then double the cost will be recovered from the roommates collectively. If damage is done outside the hostel rooms such as corridors,

bathrooms, recreation halls, mess, etc., and the person(s) responsible is / are not identified, then double the cost will be recovered, floor-wise or block-wise or on the whole, as the case may be. Repetition of damage to the hostel property by the same residents will result in their expulsion from the hostel.

- 16) I will not interchange the allotted room / furniture / fixture, etc., and will maintain them in good condition.
- 17) I will not spread any unauthorized data (text, audio, video, etc.) across the social media platforms (like Twitter, Facebook, WhatsApp, etc.) against the hostel / Institute which can tarnish the reputation of NIAMT, Ranchi or against any individuals. I shall not indulge in any activity leading to cybercrime.
- 18) I shall not involve in groupism based on cast, creed, region, religion, state, district, etc. or in any mob activities, violence of any kind with fellow students and employees and security staff leading to the destruction, quarrel, disturbing peace, harmony and academic ambience of the Institute. I shall not possess any type of weapons and explosives.
- 19) I will not organize or involve in any anti-social activities, strikes, bandhs and religious activities that tarnishes the reputation of the Institute. I will also not involve in any union / group / forum formation in hostel / Institute to challenge the authority of the Institute.
- 20) I will not allow any day-scholar or outsider or those expelled from the hostel in my room without permission and in case of its violation, I may be suspended / expelled from the hostel / Institute.
- 21) I shall pay the hostel and other charges as per the specified dates. If I fail to do so, I will abide by the rules and regulations on penalty.

I, \_\_\_\_\_, son / daughter of \_\_\_\_\_, bearing Roll # \_\_\_\_\_, joining / studying \_\_\_\_\_ Year of ADC / B. Tech. / M. Tech. / PhD course in the branch / department of \_\_\_\_\_ will abide by the rules / policies / orders / instructions written above and also issued by the Hostel Management Committee from time-to-time. I fully understand that in case of violation of such rules / policies / orders / instructions, I may be imposed heavy penalty which may include expulsion / suspension from the hostel and / or even rustication from the Institute.

Date : \_\_\_\_\_ Signature of the Student : \_\_\_\_\_  
Place : \_\_\_\_\_ Name : \_\_\_\_\_  
Mobile No. : \_\_\_\_\_

**UNDERTAKING (TO BE SIGNED BY PARENT / GUARDIAN)**

I have read the hostel rules and regulations and take personal responsibility to see that the undertaking given by my ward regarding ragging and maintaining the overall discipline in the hostel will be honoured in all respect during the entire period of his / her stay in NIAMT, Ranchi hostel. I have seen the facilities existing in the hostel / Institute and will not expect or demand any special facility for my ward in the hostel. I agree that my son / daughter will leave the hostel with the knowledge and prior consent from me and only after getting the permission from me through SMS during his / her period of stay in the hostel.

Date : \_\_\_\_\_ Signature of the Parent / Guardian : \_\_\_\_\_  
Place : \_\_\_\_\_ Name : \_\_\_\_\_  
Mobile No. : \_\_\_\_\_



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### FORM 3 - UNDERTAKING BY THE STUDENT

(Related to possessing / using motorized vehicles in NIAMT campus and abiding by Institute disciplinary rules)

I, \_\_\_\_\_, S/D/W/o \_\_\_\_\_, a student of ADC / B. Tech. / M. Tech. / PhD in the Dept. of \_\_\_\_\_ during the academic year 20\_\_ - 20\_\_ at the National Institute of Advanced Manufacturing Technology, Ranchi, am aware of the fact that, possessing / using the motorized two / three / four wheelers in hostel / Institute premises is strictly prohibited, and as per rules if found using motorized vehicles of above type, in hostel / NIAMT campus shall be subjected to appropriate disciplinary action including expulsion.

I promise to abide by the discipline rules of the NIAMT and hereby undertake that I shall neither indulge myself nor instigate any other student(s) in such activities or create, instigate, or compel other to cause or create nuisance in the academic atmosphere of the Institute. In case I am found involved in any act amounting to violation of discipline or misconduct or the acts falling under the definitions / breach of above undertaking, disciplinary action be taken against me as per NIAMT hostel rules.

Date : \_\_\_\_\_ Signature of the Student : \_\_\_\_\_  
Place : \_\_\_\_\_ Name : \_\_\_\_\_  
Mobile No. : \_\_\_\_\_

### DECLARATION BY PARENT / GUARDIAN

I, \_\_\_\_\_, Parent / Guardian of \_\_\_\_\_, a student of ADC / B. Tech. / M. Tech. / PhD in the Dept. of \_\_\_\_\_ during the academic year 20\_\_ - 20\_\_ at the National Institute of Advanced Manufacturing Technology, Ranchi, am aware of the rules with respect to the use of motorized vehicles and agree to abide by the punishment meted out to my ward in case he / she is found involved in acts of breach of rules, misconduct, and indiscipline. This undertaking would be binding on me till my ward is a resident in the NIAMT hostel.

Date : \_\_\_\_\_ Signature of the Parent / Guardian : \_\_\_\_\_  
Place : \_\_\_\_\_ Name : \_\_\_\_\_  
Mobile No. : \_\_\_\_\_



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#### FORM 4 - UNDERTAKING BY THE STUDENT

(Related to unauthorized visit to the riversides / lakes / waterfalls / ponds for bathing / swimming and use of intoxicants, etc., in the hostel, parties or elsewhere)

I, \_\_\_\_\_, S/D/W/o \_\_\_\_\_, a student of ADC / B. Tech. / M. Tech. / PhD in the Dept. of \_\_\_\_\_ during the academic year 20\_\_ - 20\_\_ at the National Institute of Advanced Manufacturing Technology, Ranchi, am aware that unauthorized visit to riversides, lakes, ponds, waterfalls for bathing / swimming, thereby risking one's own life, and use of intoxicants in the hostel or outside or in parties or otherwise, during my studentship at NIAMT, Ranchi are strictly prohibited. Further, I am aware that the acts of such violation shall be subjected to suitable disciplinary action including prevention from campus placement facilities and / or expulsion from the hostel / Institute.

Date : \_\_\_\_\_ Signature of the Student : \_\_\_\_\_  
Place : \_\_\_\_\_ Name : \_\_\_\_\_  
Mobile No. : \_\_\_\_\_

#### DECLARATION BY PARENT / GUARDIAN

I, \_\_\_\_\_, S/D/W/o \_\_\_\_\_, a student of ADC / B. Tech. / M. Tech. / PhD in the Dept. of \_\_\_\_\_ during the academic year 20\_\_ - 20\_\_ at the National Institute of Advanced Manufacturing Technology, Ranchi, am aware of the rule with respect to unauthorized visit to the riversides, lakes, ponds, waterfalls and thereby risking life, use of intoxicants in the hostel or outside or in parties or otherwise and agree to abide by the punishment meted out to my ward in case he / she is found involved in acts of such violation. This affidavit would be binding on me till my ward is a resident in the NIAMT, Ranchi hostel.

Date : \_\_\_\_\_ Signature of the Parent / Guardian : \_\_\_\_\_  
Place : \_\_\_\_\_ Name : \_\_\_\_\_  
Mobile No. : \_\_\_\_\_