

HOSTEL ADMISSION FORM
GURU GHASIDAS VISHWAVIDYALAYA, BILASPUR (C.G.)

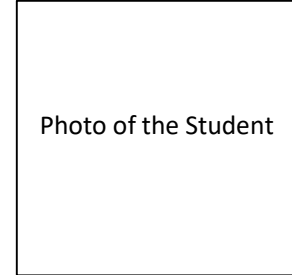


OLD/ NEW STUDENT

SESSION:

NAME OF HOSTEL:

1. Name (In block letters)
2. Father's Name
3. Father's Ph no.
4. Father's Email Id.
5. Mother's Name
6. Mother's Ph no.
7. Name of the Admitted Course
8. Name of the Department
9. Student's Mobile No.
10. Category - GEN/SC/ST/OBC/EWS
11. Date of Birth Ph No.
12. AADHAR No.



- | | |
|--|--|
| <p>13. (a) Address for Communication</p> <p>.....</p> <p>.....</p> <p>.....</p> | <p>(b) Permanent Address</p> <p>.....</p> <p>.....</p> <p>.....</p> |
|--|--|

14. **Ph.No./Mob.No** (Calls and Messages sent through this Phone/Mobile Number will only be accepted officially)
- Email ID** (The e-mails sent through this e-mail ID will only be accepted officially)
-
-

15. Educational Qualification

S.N.	Examination Passed	Board/University	Year of Passing	% of Marks Obtained
1.	High School orEquivalent			
2.	Intermediate (10+2)			
3.	Graduation			
4.	Post Graduation			
5.	Certificate of last Exam			

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OLD/ NEW STUDENT

SESSION:

**Names& Addresses of Local Guardians and Visitors & their Relationship with the Candidates
(Maximum Two) (For Girl's Only):**

1.
2.

Signatures of Visitors/LG 1. 2.

Attestation by Parents

DECLARATION BY THE CANDIDATE

I son/daughter of
declare that:

1. All the filled entries are correct & true.
2. I am not suffering from any serious/communicable/infectious disease.
3. I shall abide by the rules and regulations of the hostel from time to time.
4. I will behave decently with all wardens, matrons, office staffs and co-mates of the hostel.
5. I have not taken part in any activity subversive of law and have not been devoid by any University/Institution for seeking admission or appearing in examination. I also declare that I have never been devoid/rusticated/expelled by any University/Institution for being indulging in any unwanted/unlawful activity.
6. If I am found responsible for damage to hostel property, fine shall be recovered from me or from my caution money. In case if individual responsibility cannot be fixed, then collective fine may be imposed on me by the University.
7. I also understand that if I am found guilty of misconduct/misbehaviour/indiscipline, I will be expelled immediately without prior intimation from hostel and will be responsible for any action taken by University authority and that will be binding on me.
8. I declare that I have gone through all the regulation, rules and procedures for the admission in university hostel and as applicable from time to time I shall abide by all such regulation, rules and procedures.

Date:

Place:

Signature of the Student

ADMISSION VERIFICATION CERTIFICATE

Ms/Mrs/Mr. has been admitted to
(Name of the Course and Semester) in the department of
..... as a regular student in the Session the
duration of the course is of semesters.

Date:

Place:

**Head of the Department
Signature & Seal**

HOSTEL ADMISSION FORM
GURU GHASIDAS VISHWAVIDYALAYA, BILASPUR (C.G.)



OLD/ NEW STUDENT

SESSION:

Declaration by Parents/Guardians

Iparent/guardian of hereby declare that:

1. My son/daughter will follow the rules and regulation of the University hostel system.
2. I will be fully responsible for the conduct and behaviour of my son/daughter during his/her stay in the hostel and he/she will not be involved in any act which comes under indiscipline. If he/she is found to be involved/indulged in any such activities, then as per University norms, the disciplinary action will be taken against him/her.
3. In case of the medical needs of my son/daughter I fully authorize the Hostel/University authorities to take appropriate decision and act accordingly. I will not raise any objection on the decision taken by authorities. In case of any expenses incurred for providing medical facilities to my son/daughter, I will make full payment immediately. Also I commit that me or any authorized person by me will reach to the hostel to take charge of my son/daughter within 24 hours from the intimation of any medical issue related to my son/daughter. If I don't attend my son/daughter without assigning cogent reasons, I will be fully responsible for his/her health condition/consequences/situation.
4. If the medical fitness certificate provided by my son/daughter is found false or is hidden any chronic/long medical information/history, the admission of my son/daughter in hostel may be cancelled by hostel authority.
5. I will be fully responsible for the whereabouts of my son/daughter during the weekends when he/she will go out from the hostel for academic/non-academic purposes as well as whenever he/she will be visiting home. I assure that in both cases, he/she will maintain hostel timings. In case, any mishaps happen to him/her, I will be solely responsible for his/her activities/ situations/ consequences.

Witness:

- 1.
- 2.

Date:

Place:

Name & Signature of Parents/Guardian
Phone no.
WhatsApp no.

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OLD/ NEW STUDENT

SESSION:

Medical Fitness Format

(From University Medical Officer/Registered Medical practitioner with MBBS Degree)

This is to certify that Mr/Ms/Mrs. is medically fit to stay in hostel and he/she is not suffering from any infectious disease.

Name, Address and Mobile No of

Signature and Seal

University Medical Officer/Registered Medical practitioner with MBBS Degree

Attestation by Parents

Photographs of the Parent/Guardian

Mother

Father

Local Guardian

Local Guardian

Verified by Parent (Signature)

Enclosures:

1. Character Certificate from the head of the institution last attended.
2. Attested copies of Certificates/Degree of High School, Intermediate (+2), Bachelors and Masters Examinations.
3. Certificate of Schedule Caste/Schedule Tribe/Other Backward Classes/Physically challenged (if required).
4. Medical Fitness Certificates.
5. Photographs of Parent, Local Guardian, Visitors, attested by Mother/Father.
6. Certificate from Head of the Department.
7. Declaration by the old students for re-admission.

Date Place

Signature of the parent/Guardian
Phone No.

HOSTEL ADMISSION FORM
GURU GHASIDAS VISHWAVIDYALAYA, BILASPUR (C.G.)



OLD/ NEW STUDENT

SESSION:

DETAILS OF BANK ACCOUNT OF THE STUDENT FOR REFUND
(CAUTION MONEY/OTHER REFUND (if any))

1. NAME OF THE STUDENT:
2. WING AND ROOM NO.:
3. SEMESTER/COURSE NAME AND DEPARTMENT:.....
4. ACCOUNT NUMBER:
5. NAME OF THE BANK:
6. BRANCH NAME OF THE BANK:
7. IFSC CODE OF THE BANK:
8. MOBILE NUMBER:

Enclosure: Self attested photocopy of the front page of bank pass book

Signature of the Student

Note:

1. Refund will be through NEFT/RTGS/Other online mode to the respective bank account of the student directly
2. The name of the student in their bank account must be same as the name registered in the hostel record.

HOSTEL ADMISSION FORM
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OLD/ NEW STUDENT

SESSION:

DECLARATION BY THE OLD STUDENTS FOR READMISSION

I son/daughter of of Department
..... declare that I was admitted in hostel
in session

For the readmission in hostel for the session, I
undertake that I have passed/successful in all the University examination in my first attempt.

I also declare that the information furnished by me is true to the best of my knowledge and belief. In
case the information furnished above by me is found incorrect at any time, my readmission to the hostel
will be cancelled outright and I will be debarred permanently from readmission in University hostels.
Also the disciplinary action may be taken against me by the university administration.

Date

Full Name & Signature of the Student

Place



HOSTEL ADMISSION FORM

GURU GHASIDAS VISHWAVIDYALAYA, BILASPUR (C.G.)

OLD/ NEW STUDENT

SESSION:

HOSTEL ROOM ALLOTMENT FORM

NAME OF HOSTEL:

1. Student Name :
2. D.O.B. :
3. AADHAR No. :
4. Department :
5. Admitted Course :
6. Blood Group :
7. Room No. & Wing :

Photo

ALLOTTED ITEMS

S.N.	Particulars	Item No.	Quantity	Comment
1	Bed (Steel/Wooden)			
2	Study Table			
3	Chair			
4	Almirah (Steel/wooden/fixed)			
5	Ceiling Fan			
6	Tube light Set			

Declaration

Ison/daughter ofdeclare that above information given by me is true and fully authentic. I have received all items of my use intact and without any damage as mentioned above. In case of any damage to these items, I will be responsible and I give my consent in writing for the deduction of repairing charges from my hostel caution money, if needed.

Date:
Place:

Name of Student

Signature of Student

HOSTEL ADMISSION FORM
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OLD/ NEW STUDENT

SESSION:

For Office Use Only

Mr/Ms/Mrs. is recommended for admission in the hostel. Fees Challan can be issued.

Date:

Warden (Admission In-charge)

Hostel Admission Fee Rs. is deposited by Challan No. dated
Admission Register Number is

Date:

Office In-charge

Room Number is allotted. Hostel Admission Card and Identity Card are issued.
Name is entered into Attendance Register of the Hostel.

Date:

Hostel Staff/Matron

Warden (Admission In-charge)

Administrative Warden

(To be kept by the student)



गुरु घासीदास विश्व विद्यालय, विलासपुर (छ.ग.)

GURU GHASIDAS VISHWAVIDYALAYA, BILASPUR (C.G.)

(A Central University Established under The Central Universities Act., 2009 No25 of 2009) /Website: www.ggu.ac.in

University Students Hostel

Procedure for Hostel Admission

1. All students seeking admission in the hostel are required to submit duly filled in hostel admission form with all the required enclosures.
2. For readmission of previous year students, the students can submit their hostel admission forms duly recommended by the respective Heads of Departments, personally and directly in the hostel office with all required documents, photographs at the commencement of the new academic session. However, as per the resolution of Academic Council, the unsuccessful students of any department appearing in University examinations as a first attempt, will not be allowed to take admission in University hostels
3. The new students should submit their form to respective hostels where he/she is allotted after getting the signature from his/her respective Head of the Departments along with other required documents and photographs.
4. Hostel Admission forms can be downloaded from the University website (www.ggu.ac.in) or can be available in the hostel office.
5. Admission in the hostel will be done strictly in accordance with the hostel admission policy of the University. The list of the applicants (new) found suitable for hostel admission will be declared and will be displayed on the respective Department Notice Boards. Selected applicants should appear before the Warden (Admission In-charge) for the admission formalities with their parents and local guardians on the given date and time.
6. Only after the recommendation of Warden (Admission In-charge) and approval of Administrative Warden, the applicant can deposit the hostel fees within the given date and time. If any applicant fails to deposit the fees within the given date and time, his/her admission will be cancelled automatically.
7. The students who are taking admission in the hostels are required to submit a medical certificate certified by the University Medical Officer or Registered MBBS doctor at the time of admission. Further, the students are required to submit their past medical history (if any). In case of hiding any serious/communicable/infectious disease, his/her admission will be cancelled immediately.
8. The room in the hostel will be allotted only after the verification of fee receipt and other relevant documents.
9. Hostel admission card/identity card will be issued to the applicant at the time of room allotment. Only after showing this card to the security person at hostel gate, the student will be allowed to enter into the hostel with luggage.
10. The applicant has to report the hostel before the last date mentioned in the admission card otherwise hostel authorities will have the right to cancel the admission.
11. For any further enquiry related to hostel admission, the Warden (Admission In-charge) can be contacted during the office hours.
12. Hostel residents are required to follow the rules and regulations prescribed for them. The copy of the rules and regulation are displayed on the notice board of all the Hostels.
13. Failure to observe discipline or violation of any rule may make a student liable to disciplinary action, which may result in expulsion from the Hostel.
14. The hostel administration reserves the right to refuse admission to any applicant without assigning any reason.

NOTE: - HOSTEL SEATS ARE LIMITED

HOSTEL ADMISSION FORM

GURU GHASIDAS VISHWAVIDYALAYA, BILASPUR (C.G.)



OLD/ NEW STUDENT

SESSION:

Special Provision for Old Students

The old students would be given temporary admission at the time of commencement of the academic session in the hostel for one week. **The list of eligible students for admission in the hostel will be displayed on the notice board of the Hostel.** The students are advised to confirm their name through email/phone to warden/matron before their arrival. They have to complete admission related formalities within one week of temporary admission including submission of completed form, fees deposit, physical appearance of parents/guardians etc.

Phone Numbers of Chief Warden, Administrative Warden, Warden and Matron

<u>No.</u>	<u>Name</u>	<u>Phone No.</u>
	<u>Chief Warden</u>	
	Prof. Pradeep Shukla	09425227219

For Rajmohini Devi Girls Hostel

1.	Dr. Renu Bhatt	(Admn. Warden)	09406143129
2.	Dr. Soma Das,	(Admn. Warden)	07587195566
3.	Dr. Shalini Menon,	(Warden)	07587234714
4.	Mrs. Sonal Banchor,	(Warden)	07974927762
5.	Dr. Manorama,	(Warden)	07587401982
6.	Mrs. Praveena Rajput	(Warden)	09770106216
7.	Dr. Gunjan Patil	(Warden)	08103512024
8.	Dr. Namita Sharma	(Warden)	07489663870
9.	Dr. Jyoti Verma	(Warden)	09977293393
10.	Smt. Geeta Sahu,	(Matron)	08234003308

Email Address: girlshostelggv@gmail.com, girlshostel.ggv@rediffmail.com

For Minimata Girls Hostel

1.	Dr. Charu Arora,	(Admn. Warden)	07587709551
2.	Dr. Rajeshwari Garg	(Warden)	09424913263
3.	Mrs. Anuradha N Joshi,	(Warden)	09425495553
4.	Dr. Niraj Kumari,	(Warden)	09348002247
5.	Dr. Seema Pandey,	(Warden)	08839166780

Email Address: minimatagirlshostel@gmail.com

For Bilasa Devi Girls Hostel

1.	Dr. Gauri Tripathi	(Admn. Warden)	09452206059
2.	Dr. Archana Yadav	(Warden)	07974261757
3.	Mrs. Sweta Singh	(Warden)	09111999698
4.	Dr. Princy Matlani	(Warden)	09630483831
5.	Dr. S Shweta	(Warden)	09958360044

Email Address: bilasadevigh@gmail.com,

For Swami Vivekanand Boys Hostel

1.	Dr. Parijat Thakur,	(Admn. Warden)	07587096051
2.	Dr. M.C. Rao,	(Admn. Warden)	08770504793
3.	Dr. M. S. Dhapola,	(Warden)	09425340051

4.	Dr. R. S. Thakur,	(Warden)	06261333358
5.	Mr. Prashant Jangde,	(Warden)	09098116702
6.	Mr. Nitin Sahu,	(Warden)	09685157293
7.	Dr. Sanjay Bharti,	(Residential Warden)	07898587351

Email Address: svbhostelggv@gmail.com, svbhostelggv@rediffmail.com

For Saheed Veer Narayan Singh Boys Hostel

1.	Dr. Sanjit Sardar	(Admn. Warden)	09407928407
2.	Dr. Ganesh P Shukla,	(Warden)	08889254445
3.	Dr. Buddheswar P Singrole,	(Warden)	09827400548
4.	Dr. Ravindra Sharma	(Warden)	07869944812

Email Address: nbhha.ggv@gmail.com

For Dr. B.R. Ambedkar Boys Hostel

1.	Dr. P P Murthy	(Admn. Warden)	09424168937
2.	Dr. Bhaskar Chaurasia,	(Warden)	09425893212
3.	Dr. Nipun Mishra,	(Warden)	09893367625
4.	Dr. Ajay Kumar Singh	(Warden)	07879721224

Email Address: newboyshostelggvB@gmail.com

Check list of the Documents/Photographs required for Hostel Admission

1. Prescribed completed hostel admission form.
2. Mark Sheets of Higher Secondary, Intermediate and Qualifying Examinations.
3. Medical Fitness Certificate in the prescribed format (Available with hostel admission form).
4. Photographs of Applicant, Parents and Local Guardians (two photographs of each).
5. Character Certificates from the Head of the Institution last attended.
6. Caste Certificate (Schedule Caste/Schedule Tribes/Other Backward Classes/Handicapped) if applicable.
7. Copy of the AADHAR Card.
8. Declaration of the old students for re-admission in case, certificate of last exam is awaited.

ADMISSION POLICY

1. Priority will be given to those who were admitted during previous academic session and are yet to complete their courses on the condition that :
 - a. **Student has to maintain satisfactory conduct and should not be found guilty of any in-disciplinary activities in hostel during his/her stay.**
 - b. **Students having back log/supplementary in any of the subjects, will not be allowed to take the admission in the hostel.**
 - c. **Students who have denied accommodation or expelled from hostel or fined earlier by hostel/university authorities on disciplinary ground, will not be allowed to take the admission in the hostel.**
2. Next priority will be given to those candidates admitted to a full time program in order of merit and are coming from outside Bilaspur.
3. The Seats will be allotted School wise every year. The number of seats allotted to each school will further be divided into the teaching departments under the School.
4. Reservation will be given as per Central Government Rules.
5. The Dean/Heads of the School/Department will recommend the students for the Hostel Admissions as mentioned above.



HOSTEL ADMISSION FORM

GURU GHASIDAS VISHWAVIDYALAYA, BILASPUR (C.G.)

OLD/ NEW STUDENT

SESSION:

General Rules of Hostel

1. Hostel reporting time will be 6.15 pm in winter and 6.30 pm in summer for girls and 9.30pm for boys.
2. No Hostel inmates will be allowed to leave the Hostel/University Campus without the prior permission of Warden.
3. Disciplinary action will be taken to the hostel inmates for their misbehaviours/misconduct to any Warden/Matrons/Office staffs/Co inmates and may result in expulsion/denial from the readmission of hostel in the coming/next academic session.
4. Parents/Local Guardians are needed for the Medical Check-Up of the student by doctor other than University Doctor.
5. All **Medical Expenses** will be borne by the student/parents/local guardians.
6. No student will be allowed to leave the hostel after the hostel reporting time.
7. In case of illness, the parents will be informed and they are required to report at hostel within 24 hours, failure to which the hostel authority will not bear any responsibility of the concerned student. In any case, if their parents don't attend their son/daughter without assigning cogent reasons; the hostel/University authorities may cancel their admission in the hostel.
8. Parents/ Local guardians can visit on dates prescribed by hostel authorities except in emergency situation.
9. Every student residing in the hostel must dine in the hostel mess only. Individual/group cooking in the room is strictly prohibited. If found, suitable disciplinary action will be taken including expulsion from the hostel.
10. For damage to hostel property, the students will be fined, so as to recover the cost of damaged property, by the University. The fine shall be recovered from the students and if not possible, then from the caution money. In case individual responsibility cannot be fixed, then collective fine may be imposed by the University accordingly. For fixing the responsibility and determination of fine, a committee shall be constituted consisting of Chief Warden, Dean of Students' Welfare and Proctor. The action will be taken after the recommendation of the committee and subsequent approval of the competent authority.
11. The University shall not be responsible for any loss or damage of the personal belongings of the residents. They have to use their own locks in their rooms and take care of their personal belongings.
12. Students have to vacate the hostel along with their belongings within 72 hours from the date of last examination of the academic session or immediately at the closure of the hostel as the case may be.
13. Monthly mess fee for hostel inmates Rs. 3150/- (including 5% GST).
14. Hostel inmates have to submit three month advance mess fee of Rs.9450/- (Rs. 3150/- per month including 5% GST) at the time of admission in hostel. After this period, the inmates should again deposit the advance for next three month on/before the last week/day of the third month.

If the hostellers do not deposit the mess fee in due time, the Concerned Warden will issue a Show Cause notice to the concerned student. In case, the student does not submit his/her reply in due course of time and does not show his/her willingness to deposit the requisite fee, the appropriate action including expulsion of the hostellers from the hostel on the recommendation of the Chief Warden be taken by the competent authority.

15. The amount of mess cut to the students shall be refunded through NEFT/Cheque/RTGS to their respective bank account at the end of the semester as per rule. The student should get a minimum mess cut of 03 consecutive days to a maximum of 07 days in a month. The relaxations in mess cut will be given to the students going for official/educational purpose from the Department/University administration or for the medical ground or for any natural calamities/accidents. For getting mess cut, prior approval from the respective Head of the Department and the warden must be taken by the student on the prescribed form. The 'Hostel Caution Money' is refundable and will be refunded after adjusting all dues, if any.
16. The mess vendor will entertain all the issues related to mess cut of the students as per rule. The vendor will display the mess cut to be paid to the students on monthly basis on the first week of every coming month and will take the grievances from the students (if any). The vendor will then resolve them by taking instructions from the respective wardens/admin wardens. At the end of the semester, vendor will submit the student wise mess cut report to the respective hostel administration for payment to the students through finance section of the University.



HOSTEL ADMISSION FORM

GURU GHASIDAS VISHWAVIDYALAYA, BILASPUR (C.G.)

OLD/ NEW STUDENT

SESSION:

Details of Fees Payable at the Time of Admission (For one Academic Session)

Applicants are advised to come with their Bank debit/credit Card/ online mode with requisite amount in Bank Account at the time of admission so that they can deposit the fees immediately through online payment or through SAMARTH portal as determined by University from time to time. In addition, bank charges, as per rule, shall be paid by the student. Cash transaction in no case will be allowed. One copy of the receipt should be submitted to hostel office to receive the hostel admission card.

(a) For students in Swami Vivekanand Boys Hostel & Rajmohini Devi Girls Hostel admitted in academic session 2022-23:

(b)

SN	Description	Amount (Rs.)
1	Admission Fee	100/-
2	Identity Card	50/-
3	Utensils & Furniture	100/-
4	Medical & Sanitation	200/-
5	Common Room	100/-
6	Repairs	150/-
7	Electricity charge for light & fan	500/-
8	Development Fee	100/-
9	Room Rent (Shared per Resident)	4800/-
10	Contingency	100/-
11	Campus Security	100/-
12	Establishment Fee	100/-
13	Hostel Annual Day	200/-
14	Processing Fee	100/-
15	Water Charges	50/-
Total = 6750/-		
16	Hostel Caution Money (Refundable)	2000/-
17	Advance Mess Fee (@ 3150/- p.m.) for three months	9450/-
Total= 18200/-		

Total amount payable at the time of New Admission in hostel: Rs. 18200/-

(Rs. 6750/- yearly + Rs. 2000/- for refundable hostel caution money + Rs.9450/- for mess fee advance of three months at the time of admission in the hostel)
(Rs. 8750/- in University General Account and Rs. 9450/- in Mess account of GGV separately)

Personal Cooler Charges: Rs. 100/- per month (Applicable to those only who will keep coolers in their rooms. Students can pay this fee in advance)

(b) For students in (i) Saheed Veer Narayan Singh Boys Hostel, (ii) Dr. B.R. Ambedkar Boys Hostel, (iii) Mini Mata Girls Hostel & (iv) Bilasa Devi Girls Hostel admitted in academic session 2022-23:

SN	Description	Amount
1	Admission Fee	100/-
2	Identity Card	50/-
3	Utensils & Furniture	500/-
4	Medical & Sanitation	400/-
5	Common Room	200/-
6	Repairs	300/-
7	Electricity charge for light & fan	750/-
8	Development Fee	500/-
9	Room Rent (Shared per Resident)	5600/-
10	Contingency	200/-
11	Campus Security	500/-
12	Establishment Fee	500/-
13	Hostel Annual Day	200/-
14	Processing Fee	100/-
15	Water Charges	100/-
Total = 10000/-		
16	Hostel Caution Money (Refundable)	2000/-
17	Advance Mess Fee (@ 3150/- p.m.) for three months	9450/-
Total= 21450/-		

Total amount payable at the time of New Admission in hostel: Rs. 21450/-

(Rs. 10000/- yearly + Rs. 2000/- for refundable hostel caution money + Rs.9450/- for mess fee advance of three months at the time of admission in the hostel)
(Rs. 12000/- in University General Account and Rs. 9450/- in Mess account of GGV separately)

Personal Cooler Charges: Rs. 100/- per month (Applicable to those only who will keep coolers in their rooms. Students can pay this fee in advance).