

## **Guidelines For Hostel Allotment**

1. Hostel accommodation is available on **First Come First Serve** basis.
2. Hostel application form shall be available at the chief warden office between **11.00- 5.00 PM** on all working days and at the hostel accommodation **help desk at CET counselling venue** during the counselling dates. Form can also be downloaded from the hostel website ([www.dauniv.ac.in/hostels.php](http://www.dauniv.ac.in/hostels.php)).
3. All the students are required to submit duly completed hostel accommodation request form to chief warden office (CWO) or hostel authorities available at hostel accommodation help desk.
4. Separate accommodation is available for girls and boys.
5. Hostel fees for academic session 20 -20 is Rs. 22500/- (Rs. 20500/- + Rs. 2000/- caution money refundable).
6. Mess charges will be separate from hostel fee.
7. Fee can be deposited through Challan or by Demand Draft (DD) in the favour of Registrar Hostel Fund, DAVV, Indore.
8. After submission of fee receipt to the chief warden office (CWO), hostel allotment shall be done immediately.
9. After submission of hostel request form, student shall be given hostel allotment form from chief warden office (CWO), for hostel allotment which He/She is required to produce to the respective hostel authorities. The format is available on hostel website for information purpose.
10. After completion of all the formalities all the student shall be provided his/her student identity card from the chief warden office (CWO).
11. For further information students are advised to contact chief warden office (CWO) during office hours on working days.

**HOSTEL ACCOMMODATION REQUEST FORM**

To,

Date: \_\_\_\_\_

The Chief Warden,  
Devi Ahilya University, Indore

Through: The Director/ Head of Department/ Chairman, CET, DAVV, Indore.

Sub: Request to provide hostel accommodation.  
Sir/Madam,

I have secured admission in the University Teaching Department (UTD). Admission details are as under-

**PART-A**

Course (IN BLOCK LETTER) : \_\_\_\_\_ Course Duration: \_\_\_\_\_ Sem/Year: \_\_\_\_\_  
 Department (IN BLOCK LETTER) : \_\_\_\_\_  
 Candidate Name (IN BLOCK LETTER) : \_\_\_\_\_ Enrollment No.: \_\_\_\_\_  
 E-mail id (IN BLOCK LETTER) : \_\_\_\_\_ Contact No.: \_\_\_\_\_  
 Name of Mentor Teacher/Ph.D. Guide (for Ph.D. students) : \_\_\_\_\_

**Whether you are UTD hosteller in previous year(s)?-(Tick) Yes No (Fill Part-B if yes)**

**PART-B**

Hostel Name: \_\_\_\_\_

Session of Admission in the university hostel: \_\_\_\_\_

**(Attach a copy of fee receipt included caution money)**

**PART-C**

I have carefully read all the instructions given on the other side of the application form. You are requested to provide me accommodation in the University Boy's/Girl's Hostel. (Tick appropriate option)

Thanking You,

Yours sincerely

Sign of Student

**Remarks and recommendations of Head/Director/Chairman**

**Forwarded to chief warden**

Date:

Department Contact No.:

Email ID:

**Signature with stamp  
(Head/Director/Chairman)**

**Prescribed hostel fee can be paid either through challan (provided from CWO) or Demand Draft in favour of Registrar, Hostel Fund, DAVV, Indore.**

P.T.O.

## Nk=kokl fn'kk&fun&k

Nk=kokl ea fuokl jr~ l Hkh fo | kffkz; ka dks fo'ofu | ky; }kjk fn; s x; s Nk=kokl l aakh fuEu fn'kk&fun&kka dk ikyu djuk vko'; d gksxkA

- 1- Nk=kokl ea iR; d l = dsfy; s fu/kkzjr 'kq'd vnk djus ds i'pkr-gh iDsk fn; k tkosxk , oa l = iwKz gkus ds igys Nk=kokl Nk=us dh fLFkr ea fu/kkzjr fu; ekuq kj dVks=k fd; k tkosxkA
- 2- Nk=kokl ea jsax l s l a/kr fdl h Hkh xfrfo/kh dks utjunkt ugha fd; k tkosxk , oa , d s fo | kffkz; ka dks rRdky Nk=kokl l sfuyacr dj vko'; d l [r dk; bkg dh tkosxkA
- 3- Nk=kokl ea fdl h Hkh eknd inkFkz dk l ou ; k nq; l u iwKz; k ifrcr/kr gS fdl h Hkh fo | kffkz ds Nk=kokl ea u'kk djrs ; k u'ks ea fylr ik, tkus ij rRdky Nk=kokl l sfuyaeu dh dk; bkg dh tkosxk , oa Hkfo"; ea fo'ofu | ky; ds fdl h Hkh Nk=kokl ea iDsk ugha fn; k tkosxkA
- 4- Nk=kokl ea vxaroka dsfy; s i fo"V iath ij vkus , oa tkus dh i fo"V djokuk fo | kffkz; ka dh ftEenkjh gS ft l l s Nk=kokl ds vl; fo | kffkz; ka dks fdl h rjg dh ijskkuh uk gks rFkk nHkz; o'k fdl h vfi; ?kVuk ds ckjs ea l iwKz tkudkj h tVkbz tk l dA
- 5- Nk=kokl ea fuokl jr~ fo | kffkz; ka ds vykok fdl h Hkh ckgjh fo | kffkz; ka 1/2 dks Nk=kokl ea : dus dh l [r eulgh gA fdl h Hkh xLV dks Nk=kokl ea jkud ds fy; s i ikyd l s vuofr ydj fu/kkzjr xLV pktZ100@& ifrjfk= vnk djuk gksxkA
- 6- fdl h depkj h ; k i ikyd }kjk vko' d fujh{k.k ea fcu vkufvfr Nk=kokl ea xLV ik, tkus ij l a/kr fo | kffkz; dks , d okfuz nrsqg ifr xLV ifrjfk= 200@&vFkzM vnk djuk gksxkA
- 7- Nk=kokl ea 'kfk.kd l = dh l ekfir ds mijkr ea vad gsq Nk=kokl [kkyh djuk vfuok; Z gksxkA l = l ekfir dh vfire frfFk 31ebz ; k ijh{k l ekfir ds 7fnol ds Hkhrj tks Hkh igys gS Nk=kokl [kkyh djuk gksxkA
- 8- fdl h fo'kSk ij fLFkr ea l = l ekfir ds ckn Hkh Nk=kokl ea : dus ds fy; s l a/kr fo Hkxk/; {k , oa eq; i ikyd dh vuofr i'pkr~fu/kkzjr 'kq'd 2000@& ifrekg vnk dj fun'kr Nk=kokl ea gh : duk gksxkA
- 9- Nk=kokl ds de jka ea 250okV l s vf/kd dk dkbz Hkh fo | r mi dj.k j [kuk euk gS ft l ea bysDV'd id ] ghVj vkfn vkrs gA ik, tkus ij rjar tCrh ds l kfk 2000@&vFkzM ol nyk tkosxkA
- 10- , d s /ofu mi dj.k ftudh /ofu de js l s ckgj tkos , oa vl; fo | kffkz; ka dks ml l s 0; o'kku mRiUu gS , d smidj.k Nk=kokl ea ifrcr/kr gS ik, tkus ij rRdky tCr fd; s tkosxkA
- 11- Nk=kokl l a fRr dks gkus okys upl ku dh Hkji kbz dkkueuh l s dh tkosxkA
- 12- xfez; ka ea fo | kffkz; ka dks l {ke vuofr , oa fu/kkzjr 'kq'd vnk djus ds i'pkr-gh vi us de jka ea dnyj j [kus dh vuofr gskh vl; Fkk dnyj tCr dj vFkzM ol nyk tkosxkA
- 13- fo | kffkz; ka dks fdl h vl; Nk=kokl dh ed ea [kkuk [kus dh vuofr ugha gskh] [kkuk fuokl jr~ Nk=kokl ed ea gh [kkuk vfuok; Z gksxkA
- 14- f'k{k.k l = l ekfir] gkyh] nhi koyh ds vykok fdl h Hkh NqVV; ka ds ckotm ed dk Hkqrku djuk gksxkA
- 15- fo | kffkz; ka dks 'kkl u }kjk l e; & l e; ij tkjh fn'kk&fun&kka dk ikyu djuk gksxkA

## DECLARATION

Eks }kjk mi jkDr fn'kk&fun&kka dks /; kui d i <+ fy; k x; k gS , oa Nk=kokl ea fuokl ds nSku budk iwKz% ikyu fd; k tkosxkA budh vogyuk djus ; k djrs gq ik, tkus ij i ikyd@eq; i ikyd @fo'ofu | ky; }kjk tks Hkh vuokl ukRed dk; bkg dh tkosxk og eqs Lohdk; Z gksxkA



Room No. \_\_\_\_\_

## HOSTEL ACCOMMODATION, ALLOTMENT FORM

Academic session 20 -20

### Personal Information

Name of student : \_\_\_\_\_  
Date of Birth : \_\_\_\_\_  
Mobile No. : \_\_\_\_\_  
Email address : \_\_\_\_\_  
Aadhaar Number : \_\_\_\_\_  
Category (GEN/OBC/SC/ST) : \_\_\_\_\_

Affix  
Recent  
Photograph

Attach one more  
photo with this  
form for ID card

Religion : \_\_\_\_\_ Nationality : \_\_\_\_\_  
Father's Name : \_\_\_\_\_ Occupation : \_\_\_\_\_  
Mother's Name : \_\_\_\_\_ Occupation : \_\_\_\_\_  
Parent's contact No. : \_\_\_\_\_ Alternate No. : \_\_\_\_\_  
Permanent address : \_\_\_\_\_  
(Refund of caution money will  
be send to the above address)

Tehsil : \_\_\_\_\_ District : \_\_\_\_\_

State : \_\_\_\_\_ PIN : \_\_\_\_\_

Name of local guardian : \_\_\_\_\_

Contact No. of guardian : \_\_\_\_\_ Alternate No. : \_\_\_\_\_

Address of local guardian : \_\_\_\_\_

Do you have any chronic Disease? : Yes \_\_\_\_\_ No \_\_\_\_\_

Do you require any special medication? : Yes \_\_\_\_\_ No \_\_\_\_\_

Have you been punished earlier for any act of indiscipline? : Yes \_\_\_\_\_ No \_\_\_\_\_

Are you already residing in University Hostel: No \_\_\_\_ Yes \_\_\_\_ (If Yes, Fill the following details)

Name of Hostel : \_\_\_\_\_ Allotted Room Id. : \_\_\_\_\_

### Fee details (Filled by the Student)

Payment Mode (Tick) : Challan  Demand Draft  Online

Challan/DD Number : \_\_\_\_\_ Date of Payment : \_\_\_\_\_

P.T.O.

**----- Declaration -----**

- a) Above information furnished by me is true and correct.
- b) I will vacate the hostel during summer vacation immediately 7 days after the semester examination or 31May whichever is earlier.
- c) I also understand that any wilful dishonesty may result in immediate rustication from the hostel and my hostel fee will not be refunded (partial or full).
- d) I have carefully read all the instructions given by the chief warden office regarding residing in the hostel.

**Date:** -----

**Parent/Guardian Signature**

**Student Signature**

**Name:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**-----For CWO Office Use-----**

Hostel is allotted to student on his/her request. Students must comply all rules and regulations released by the university time to time, failing which in-disciplinary action will be taken.

**Chief Warden**

**-----For Hostel Office Use-----**

Stock register entry number of accessories issued to the student at the time of admission in the hostel:-

Chair \_\_\_\_\_ Table \_\_\_\_\_ Bed \_\_\_\_\_

Other 1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_

**Personal Accessories:**

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_

4. \_\_\_\_\_ 5. \_\_\_\_\_ 6. \_\_\_\_\_

Warnings (Current year) : \_\_\_\_\_

Fine/Dues (Current year) : \_\_\_\_\_

Remarks (if any) : \_\_\_\_\_

\_\_\_\_\_

**Signature of warden**