

**NIRMALA COLLEGE HOSTEL
RED FIELDS, COIMBATORE – 641 018**

APPLICATION FORM

Fill the details in **BLOCK LETTERS**

Name of the Applicant: _____
Course : _____
Date of Birth : _____
Religion : R.C / Christian / Hindu / Muslim/ Others
Caste : OC / BC / MBC / SC
Blood Group : _____ Date of Admission: _____
Parent's Name : Father: _____
Mother: _____
Parent's Occupation : Father: _____
Mother: _____

Affix your passport
size photograph
here
(Recently taken)

Permanent Address:

Local Guardian Address:

Phone No. _____

Phone No. _____

OFFICE USE ONLY

HOSTEL CODE		YEAR	
DATE OF ADMISSION		FEES	

The Hostel is a place of shelter for the students to live a community life based on discipline, love, peace and moral values. Each student is obliged to realize this truth and make this place a sweet home. Under the direct supervision of the warden, the students will be given the best care.

ADMISSION:

- ❖ Only after the admission in the college, a student is eligible to seek admission into the hostel.
The cost of application is Rs.100/-
- ❖ Mess fee must be paid (by divided system) on or before the 10th of every month failing which, a fine of Rs. 10/- per day will be levied.
- ❖ Students have to follow the rules and regulations of the Hostel. In case of any violation, they can be suspended or dismissed from the Hostel.

HOSTELLER 'S OUTGOING PASS AND VISITING CARD:

- ❖ Every hosteller can claim two visitor's cards, one for her parents and the other for the local guardians. These cards will have their photographs (Parents, local guardian), address and sign of the parents.
- ❖ The hosteller's outgoing pass has to be produced to the security guard at the gate when they leave the Hostel.
- ❖ Visitor's have to come to the Hostel with "visitor's card" on the prescribed days only.

ROLE OF PARENTS AND GUARDIANS:

- ❖ Permission letter from parents or local guardian is obligatory for going home, study tour and overnight stay outside the Hostel. This letter should be submitted on the previous day of leaving the Hostel.
- ❖ In case of serious illness, it is the responsibility of the parents or the local guardian to do whatever is required for the medical treatment.

ACCOMMODATION:

- ❖ Hosteller should stay in the room allotted to them by the warden.

- ❖ The hosteller should not change their rooms allotted to them at their will.
- ❖ No pictures or other articles should be pasted or hung on the wall, doors, windows or furniture. In case of any violation strict action will be taken.
- ❖ Electronic/ IT gadgets like mobile phone, laptop, power bank, ipod etc have to be deposited with Warden and the students will be permitted to use these gadgets only in the stipulated hours. In case of any student found using unauthorized gadgets, such devices will be seized and hefty fine levied.
- ❖ No inmates shall enter other's room without the permission of the warden.
- ❖ Strictly avoid noisy situation during silence/study hours. Midnight birthday celebrations and parties are strictly prohibited.
- ❖ In-house Laundry facilities have to be availed.
- ❖ Water should be used sparingly. The occupant has to hygienically maintain the room.
- ❖ The hosteller has to ensure they switch off the fan and light before leaving their rooms.
- ❖ If any damage is caused to the hostel's properties, the same will be compensated from the student's caution deposit.

MESS:

- ❖ If a group of students is going to be absent for any meal, information should be given to the warden on the previous day.
- ❖ Strictly Students are not allowed to take food to their rooms, however a provision will be granted on medical conditions.
- ❖ Suggestions, grievances and complaints etc., may be communicated to the warden.
- ❖ No deduction will be made in the mess bill for any absence.

DISCIPLINE:

- ❖ The hosteller are permitted to visit their home on the II and IV weekend holidays, else their parents or local guardian could visit them in the hostel from 8.00am to 4.00pm
- ❖ On home visits, if a student cannot return to the hostel at the specified time, the parents are obligated to intimate the warden.
- ❖ If a student is going to be absent from the College for any valid reason, she has to get a written permission from the concerned department and submit it to the warden.
- ❖ The hosteller has to be present in their respective rooms, during the daily evening attendance call.
- ❖ For only valid reasons the hosteller will be permitted to go home with the parents or guardians, during the working hours of the College. Phone messages will not be accepted.
- ❖ No hosteller should be absent from the class without the permission of the warden.
- ❖ Day scholar/Parents/Guardian is not allowed into the Hostel.

GENERAL RULES:

- ❖ Students are solely responsible for all their belongings. Therefore keep all your belongings always safe and secure. Any loss should be reported to the warden immediately.
- ❖ No notice, pamphlets should be displayed or no meeting should be convened without the explicit permission from the Hostel administration.

CATHOLIC STUDENTS:

- ❖ Catholic students must attend the annual retreat arranged by the institution and are expected to attend daily Mass and other spiritual activities (Rosary, Reconciliation).
- ❖ Any student failing to attend the Holy Mass(6.15 am) and the Rosary(5.20 pm) will be fined

I have gone through the above rules and regulations of the hostel and I hereby express my willingness to obey and comply with all of them. If I violate any of the rules, I undertake to accept the penalty and abide by the final decision of the warden.

Signature of the Hosteller

Signature of the Parent

Signature of the Warden