MAHARSHI DAYANAND UNIVERSITY ROHTAK

(A State University established under Haryana Act No. 25 of 1975)

'A+' Grade University Accredited by NAAC

OFFICE OF THE CHIEF WARDEN (BOYS)

To

All the Heads/Directors,
University Teaching Departments/Institutes/Centers,
M. D. University,
Rohtak.

Sub: - Admissions in Boys Hostels for the session 2023-2024.

Sir/Madam,

The applications are invited for hostel accommodation in Boys Hostels for the session 2023-2024.

- **Submission of Admission Form**

1. The admission in the hostel for students admitted in University Teaching Departments will be made Online through Student Portal (https://student.mdu.ac.in). HBI for the session 2023-24 & User Manual to fill up the Hostel Admission form online, available on University website.
2. Each Student has to upload residential proof (any one) i.e. Aadhar Card/ Voter Card/ Driving Licence/ Passport/ Ration Card, while filling up the Hostel Admission form. This is mandatory.
   (i) Each student has to select the undertaking of not to indulge in any kind of ragging activities.
   (ii) Each student has to select the undertaking regarding hostel rules/ regulations.
3. **Documents to be submitted by the student along with printout of Hostel Admission Form.**
   (i) Each student has to submit six passport size latest photographs without attestation.

- **Eligibility**

1. Accommodation in the University Hostels is available only to the bonafide students admitted to University Teaching Programs in the UTD and **except** the following:
   i) Student whose residence/house is within the distance of 50 km (for Ph. D Scholars 40 km) from MDU Rohtak. For providing wrong information, the student will be expelled from the hostel and the matter will be forwarded to the University authorities for strict disciplinary action.
   ii) Day Scholars, Bus Pass Holders, Students admitted to evening Programs except LLM (evening), Students admitted to CDOE/Diploma (except DISLI/DTISL)/Certificate courses, Students pursuing 2nd (second) UG/PG program from MD University. Students who are employed part time/full time in any organization or are self-employed or involved in/taking up any other gainful employment, professional work/assignment.
   iii) Students expelled in the past from M.D.U. Hostels and University Teaching Departments.

The **Merit List** of only those students should be prepared for admission to hostels whose Village/Towns are more than **50 Kms** away from the University.

- **Preparation of Merit List**

1. Concerned HOD/Director will forward the merit list strictly following the Haryana State Government Reservation policy and the ensuing following criteria for the preparation of merit list.
   (i) Distance (Max Score: 20)
   Score for distance shall be calculated by taking 5 % of distance up to a maximum 20 marks.

   (ii) Academic Merit (Max Score: 30)

- Academic merit will be calculated by taking 30% of the marks obtained in the previous semester/year/latest result declared by University (in case of intermediate students **reappear zero marks**).
- Academic merit will be calculated by taking 30% of the marks obtained in the qualifying academic programme (in case of new admission).

Computation of merit list for admission in hostels shall be prepared by using the formula

Academic Merit Score (Out of 30) + Distance Score (Out of 20)
For example, if a student is having 80% marks in previous semester and distance of his residence is 350 kms, his merit score will be computed as follows
24 + 17.5 = 41.5 i.e. 30% of 80 = 24 for academic merit + 17.5 for distance.

The distance will be measured from the residential address city/village as mentioned in residential proof attached by the student and computed through Google Map/verification from the concerned Haryana Roadways office.

Note: - 20% seats are reserved for SC/ST students in each hostel as per state government reservation policy w.e.f. 2021-22.

IMPORTANT DATES:

1. Last Date to fill up online Hostel Application Form: 21.07.2023
2. Receipt of the Merit List (Along with Admission Form) of Admitted Students from the HOD's/Director's: 24.07.2023.
3. Display of 1st Merit List in concerned Hostel: 25.07.2023
4. Date of Allotment of Hostel Rooms: 25.07.2023
5. Payment of Hostel Fee : 25.07.2023 to 28.03.2023

The HOD/Director should forward the complete list of students to be admitted (as per seat matrix) in one lot. Hard copy of the merit list along with the admission forms be forwarded to the concerned Hostel Warden and a soft copy be forwarded to the office of Chief Warden (Boys) at email: chiefwarden.boys@mdurohtak.ac.in
The allotment of seats for various Departments/Institutes/Centers in different Hostels is enclosed herewith.
Your kind cooperation is solicited for smooth completion of the process of hostel admissions.

This may be treated as **Most Urgent.**

Yours Sincerely

Chief Warden (Boys)

Encl.: As above.
Endst. No.-CWB/23/2788-2850

Dated: - 13.07. 2023

Copy to:

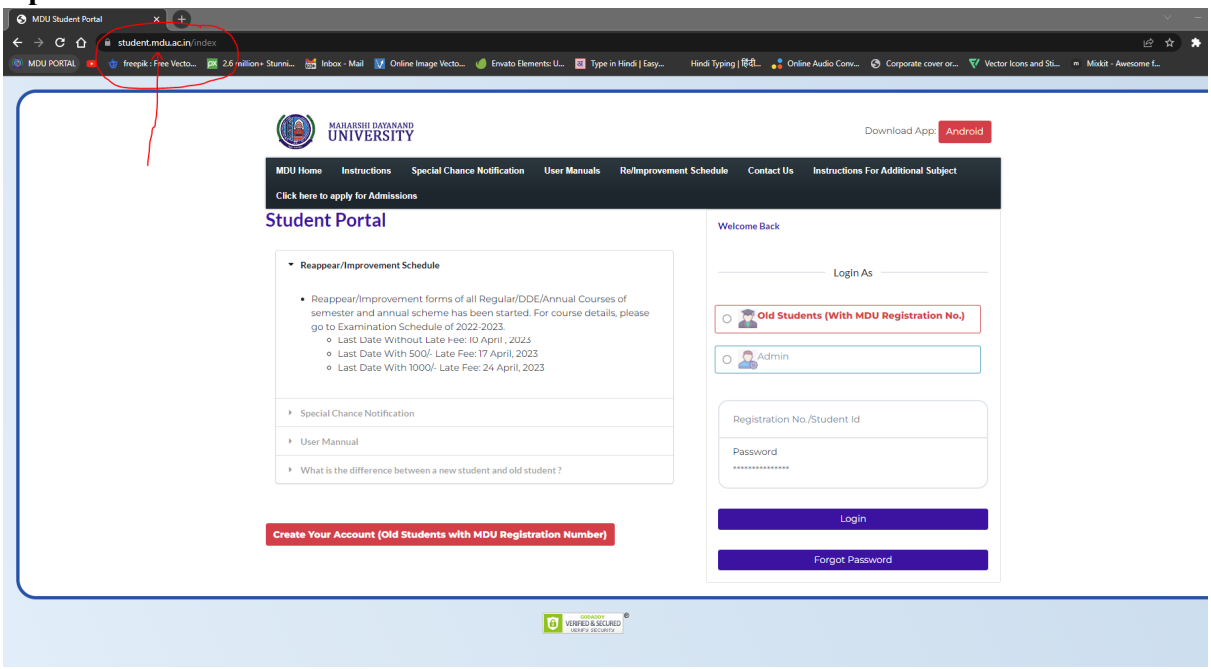
1. Add. Chief Warden (Boys) for Information and necessary action.
2. All the Hostel Wardens except BH-3 & BH-11 (Boys) for Information and necessary action.
3. Director, U.C.C. requested to upload on the University website.
4. OSD to Registrar & V. C for kind information of the Registrar and the Vice-Chancellor.

13/07/23

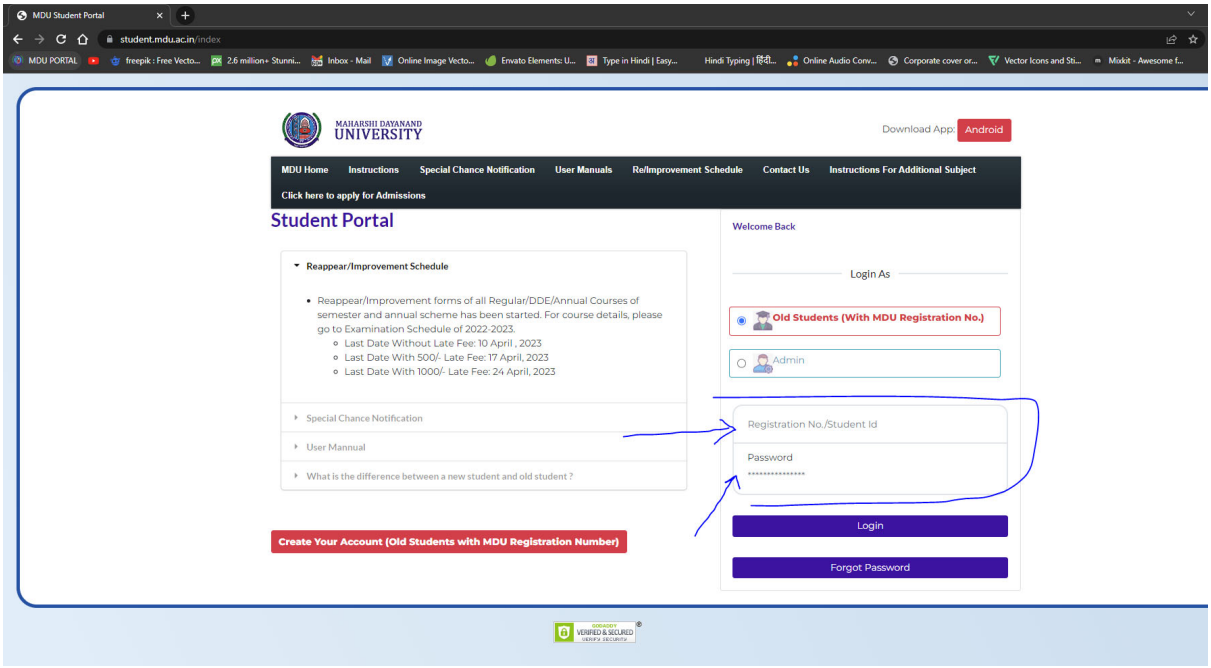
Chief Warden (Boys)

APPLY FOR HOSTEL ADMISSION

1. **Open Student Portal student.mdu.ac.in**



2. **After Opening Student Portal then Enter your Registration No.(old Students) and Form No (New Students) and Password for Login :**



3. Step-1: Apply For Hostel

After that Click on the "Apply For Hostel Admission" Icon :

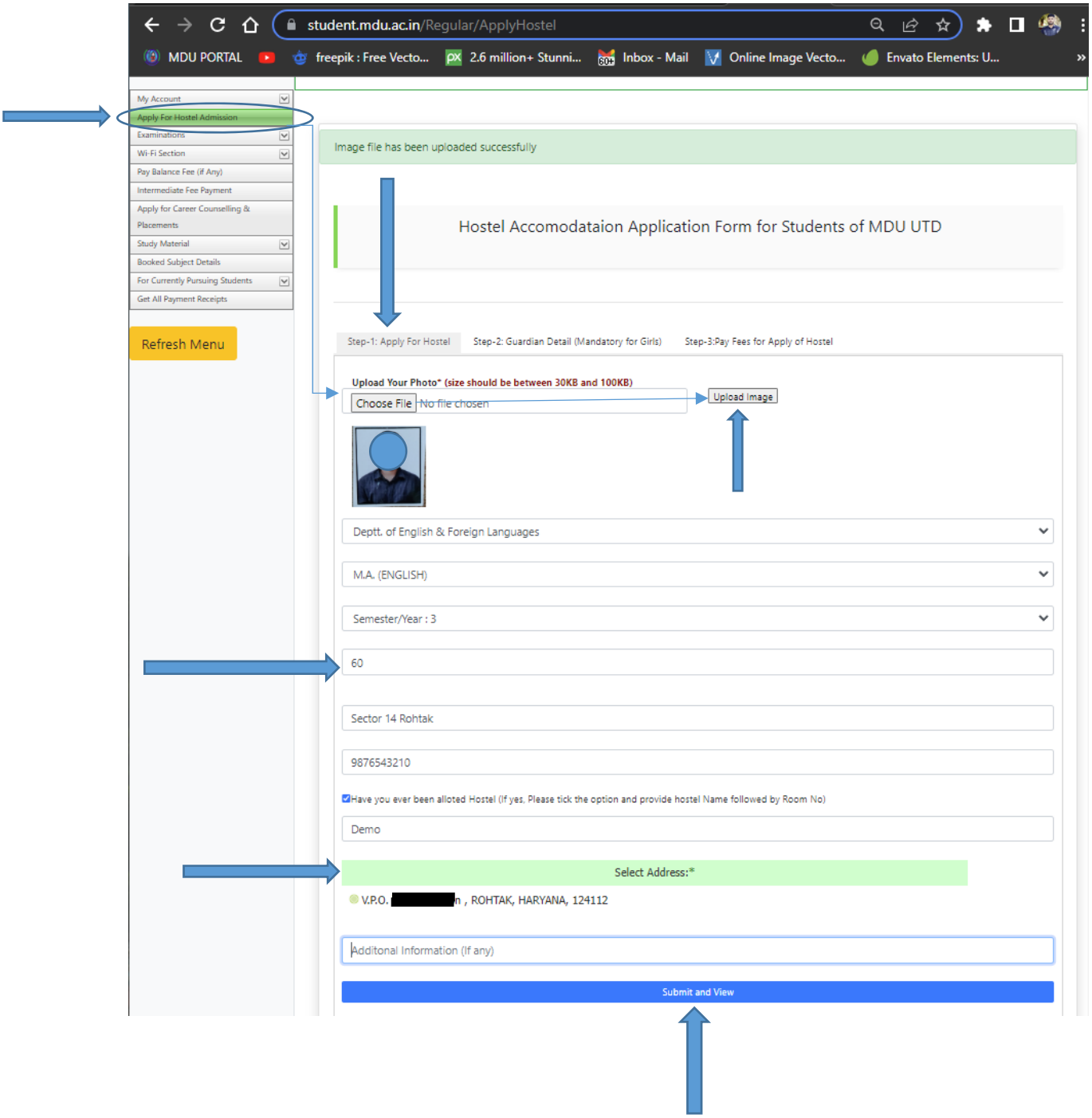
3.1 Then Upload your Photo (Choose Your Photo then Click on Upload Image Button)

3.2 Then Select Your Deptt/Course/Semester

3.3 Then Add Your Distance in KMs should be from your Resident Address to MDU Rohtak, Minimum Distance for Applying Hostel is 50km for Boys and 30km For Girls Students

3.4 **Then Fill Guardian Address and Father's Contact Number then click on the check box if you have ever been allotted a hostel**

3.5 **Then Select Address and Click on Submit and View Button**



4. **Step 2 : Guardian Detail (Mandatory For Girls)**

Then Fill Your Guardians Details Section

4.1 Name of Guardian /Relation/Contact No./Email

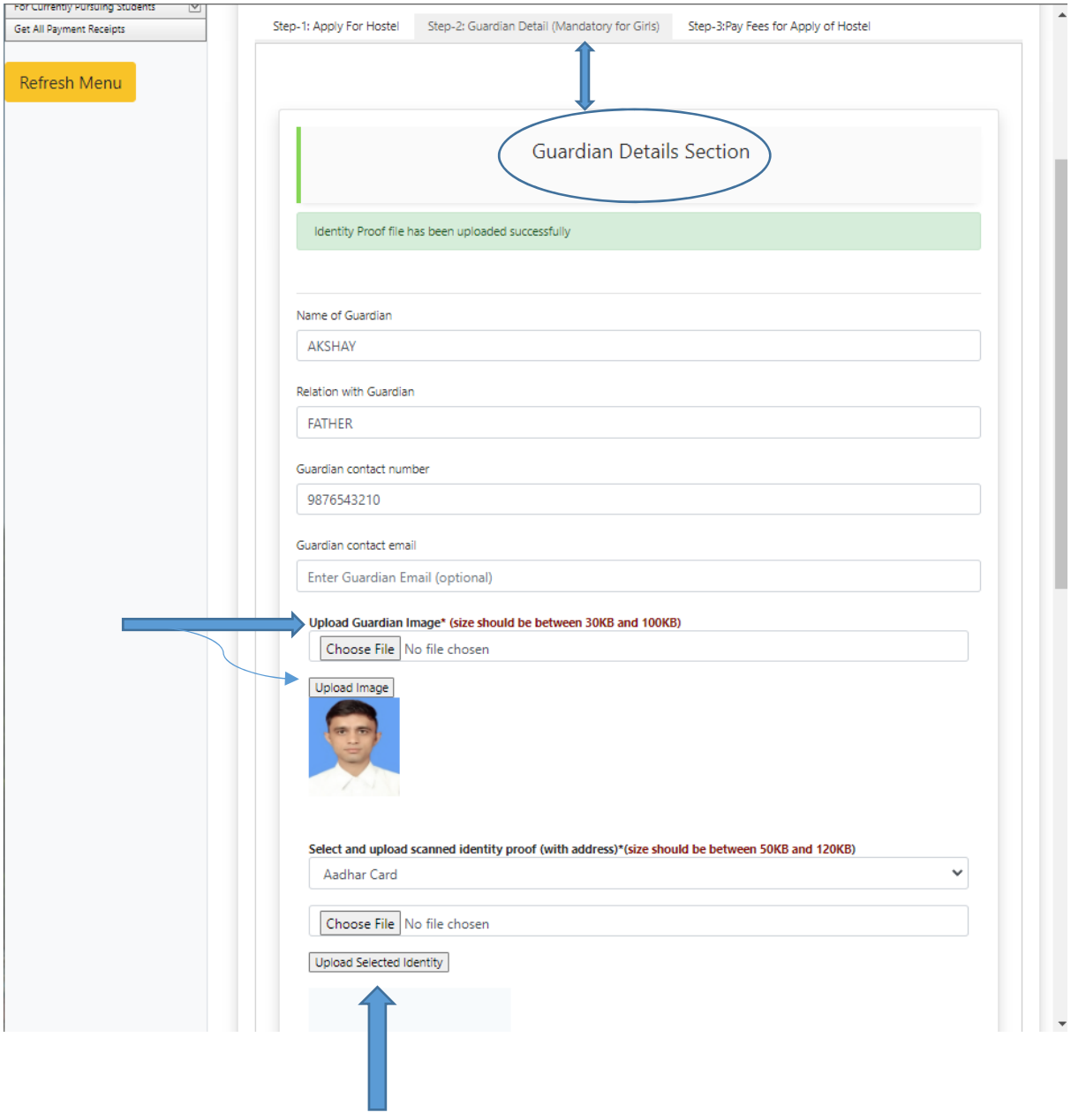
4.2 Upload Guardian Image

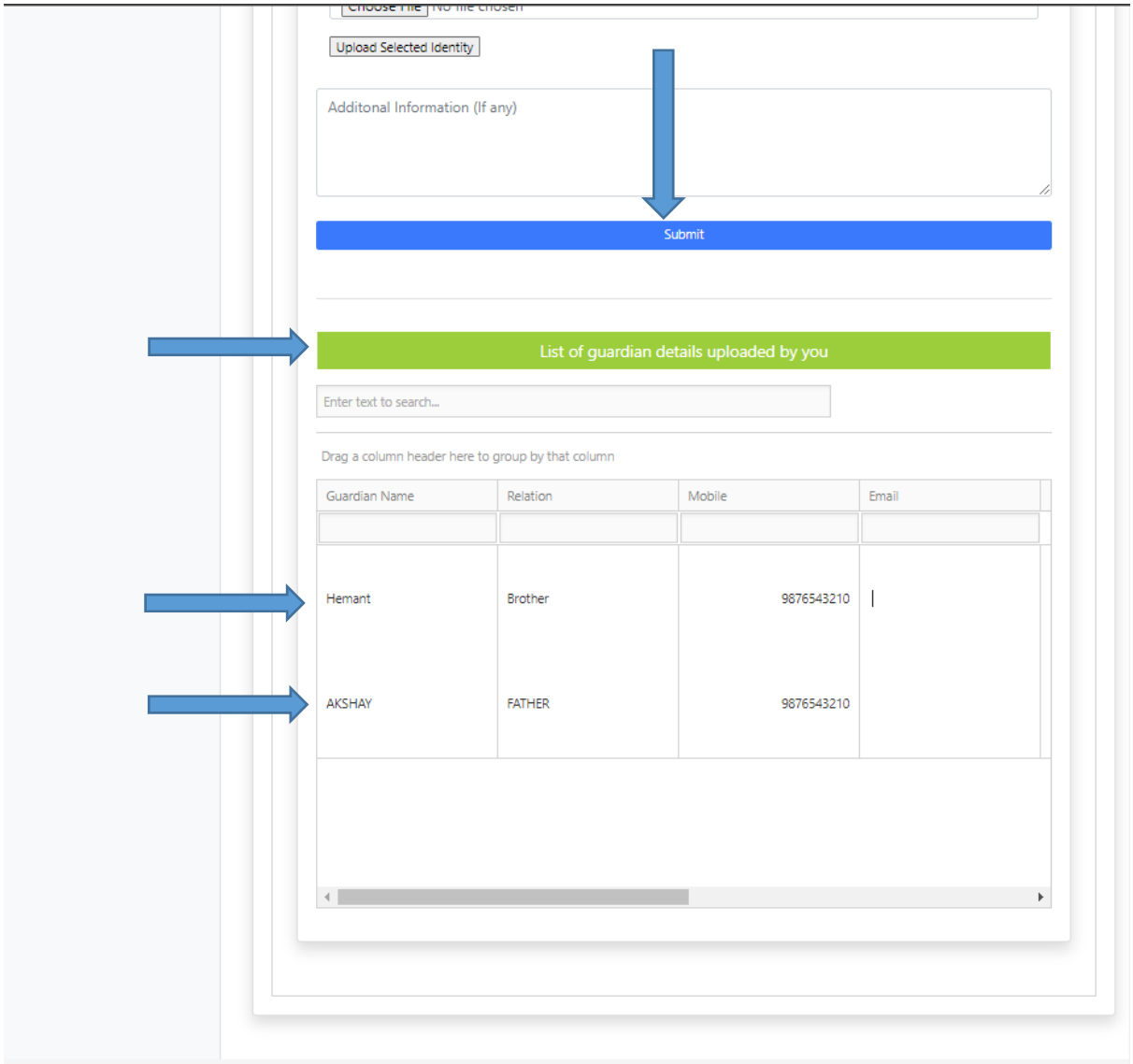
4.2.1 Choose Image File then Click on Upload Image Button

4.3 Select and upload scanned identity proof (with address)*

4.4 Then Click on Submit Button

4.5 Then Check "List of Guardian Details uploaded by you"

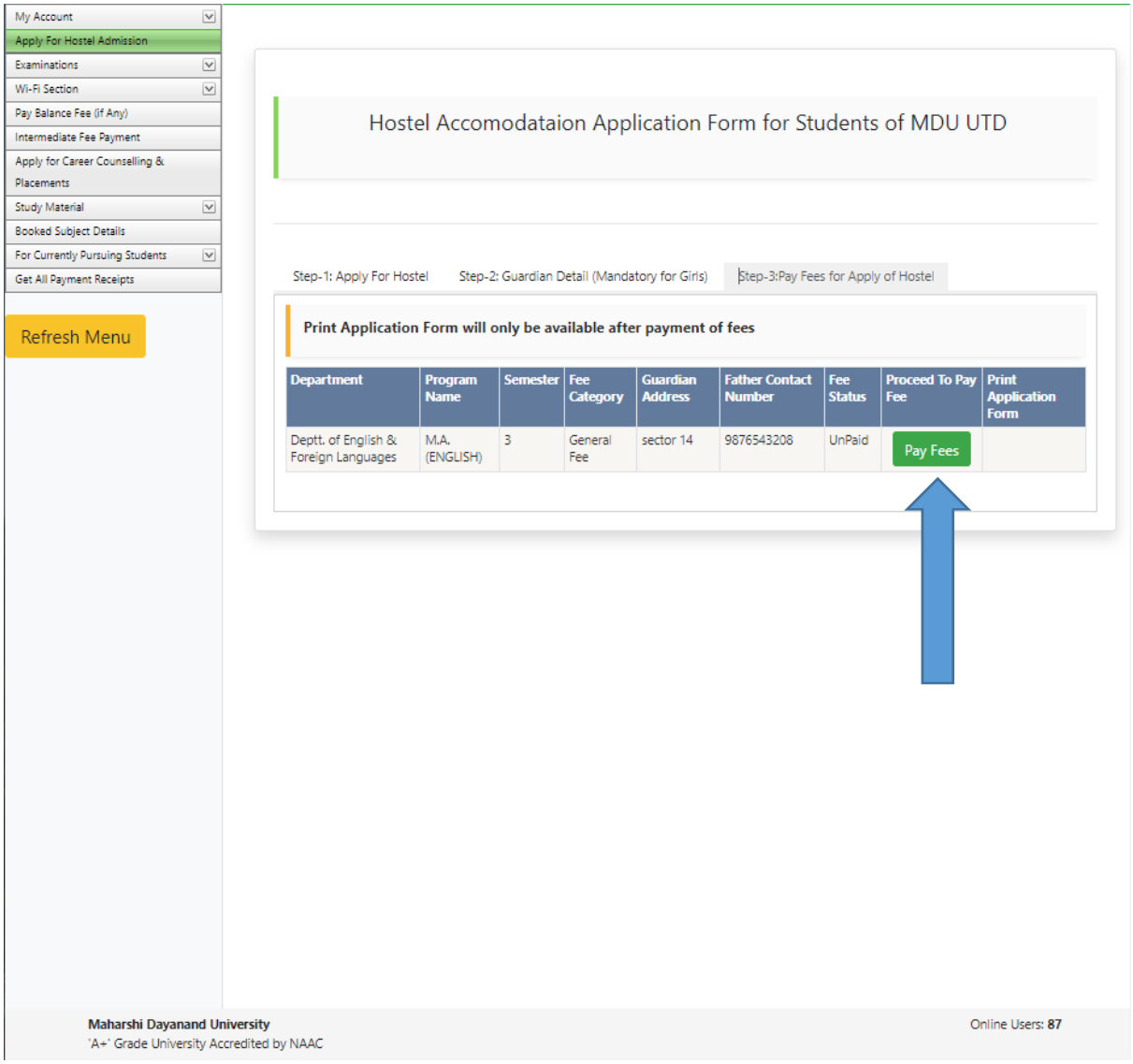



Upload Selected Identity
Additonal Information (If any)
Submit
List of guardian details uploaded by you
Enter text to search...
Drag a column header here to group by that column
Guardian Name
Relation
Mobile
Email
Hemant
Brother
9876543210
AKSHAY
FATHER
9876543210

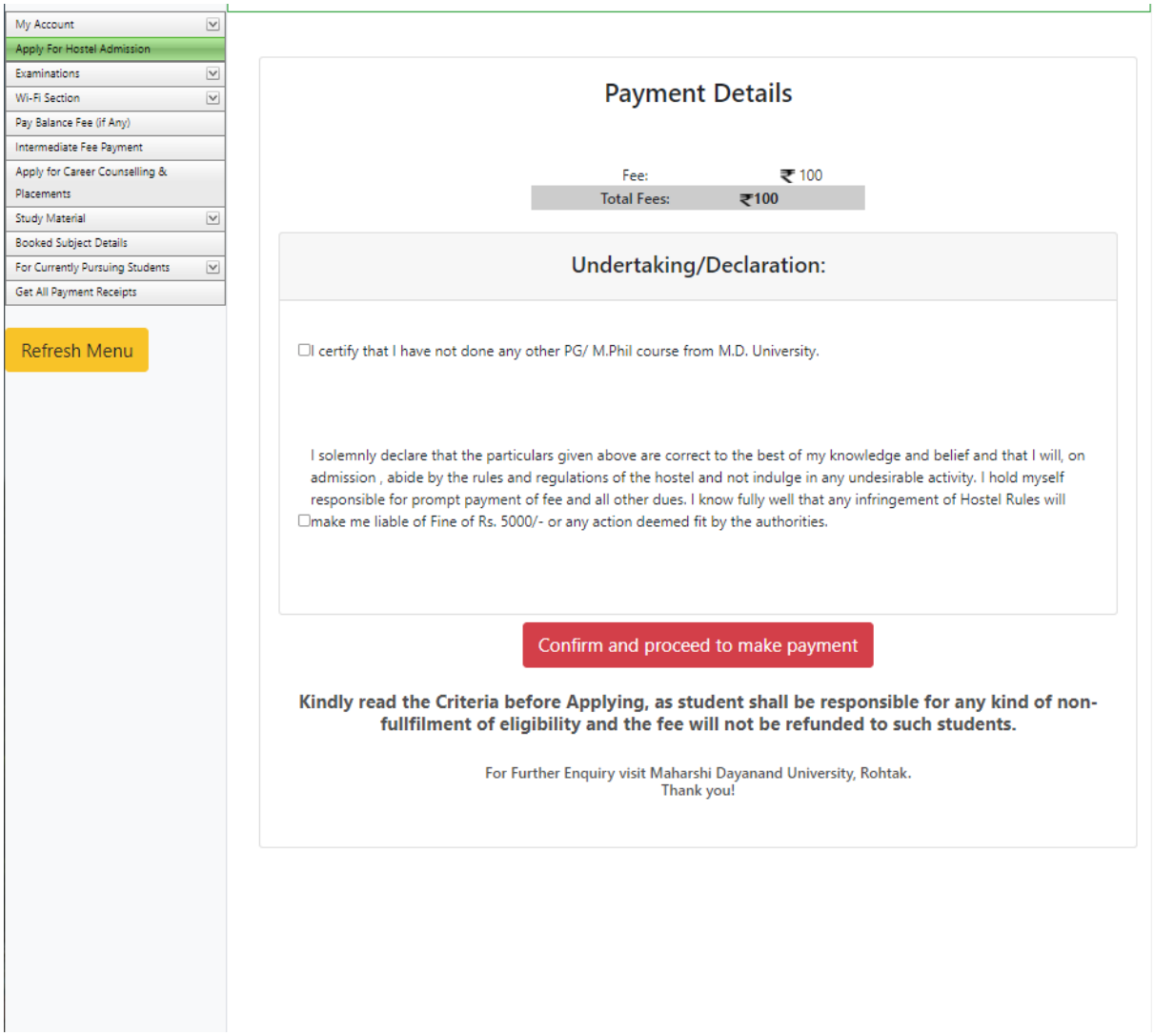
5. Step-3: Pay Fee For Apply Hotsel

Then Click on Pay Fee For Apply Hostel

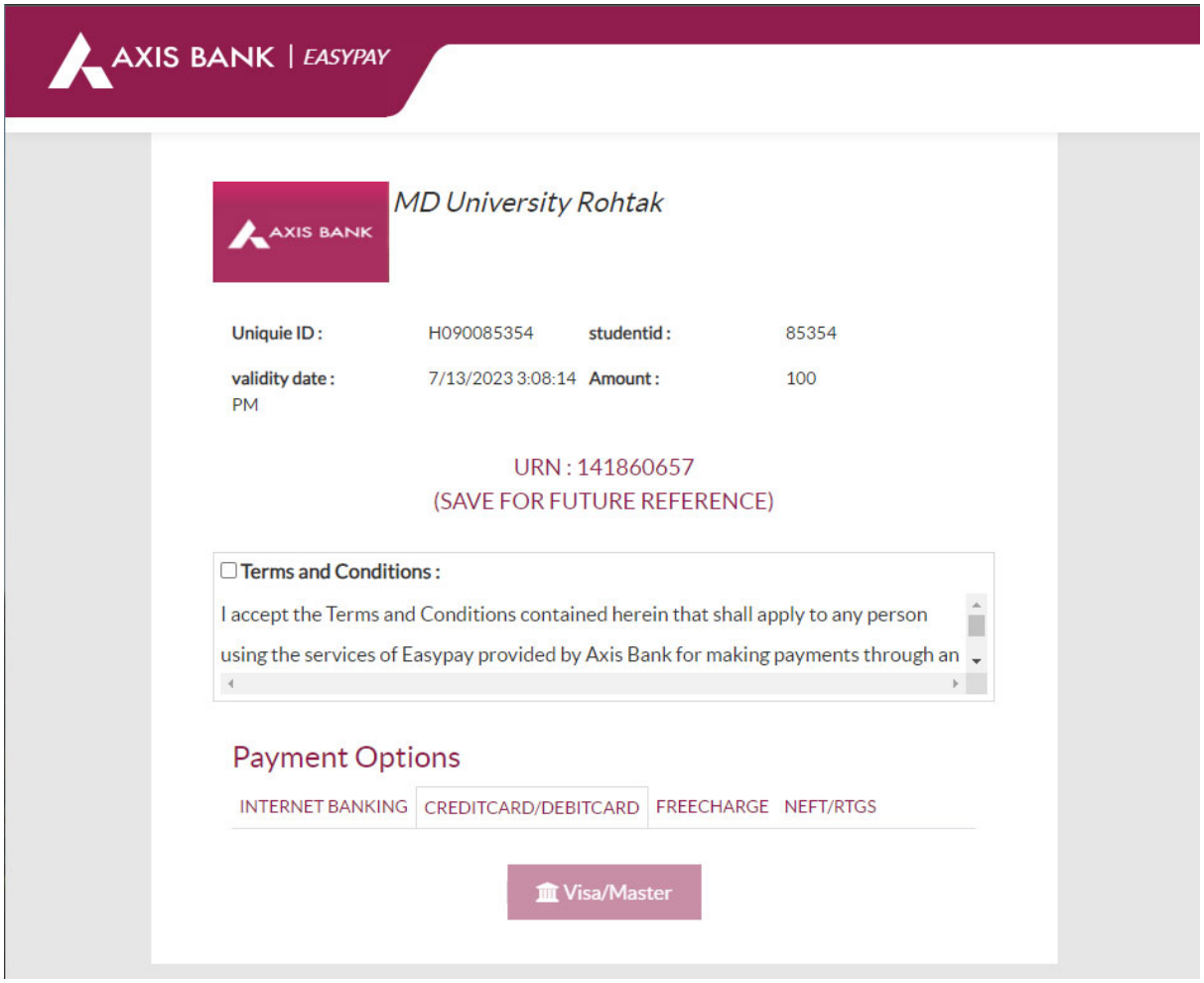
5.1 Then Click on Pay Fees Button



6. **Then Clikc on Undertaking CheckBox and Clik on Confirm and proceed to make payment button to pay fee**



7. Then Do yur Payment through Internet Bankng / CreditCard or Debit Card / Freecharge and NEFT and RTGS



After Paying Fees Online, a Printout of the Application Form Generated through the System must be submitted concerned department.