

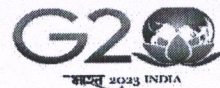


# MAHARSHI DAYANAND UNIVERSITY ROHTAK

(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 2<sup>nd</sup> (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 1<sup>st</sup> 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](mailto: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)

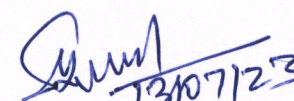
Encl.: As above.

Endst. No.-CWB/23/2788-2850

Dated: - 13.07. 2023

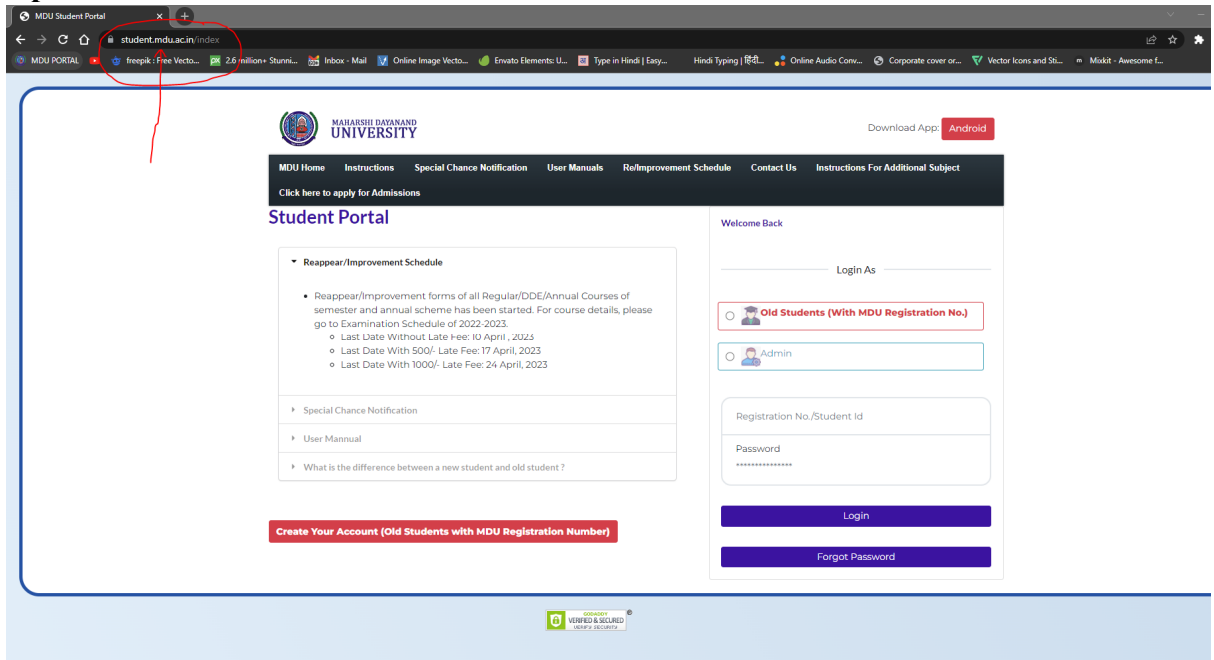
Copy to:

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.

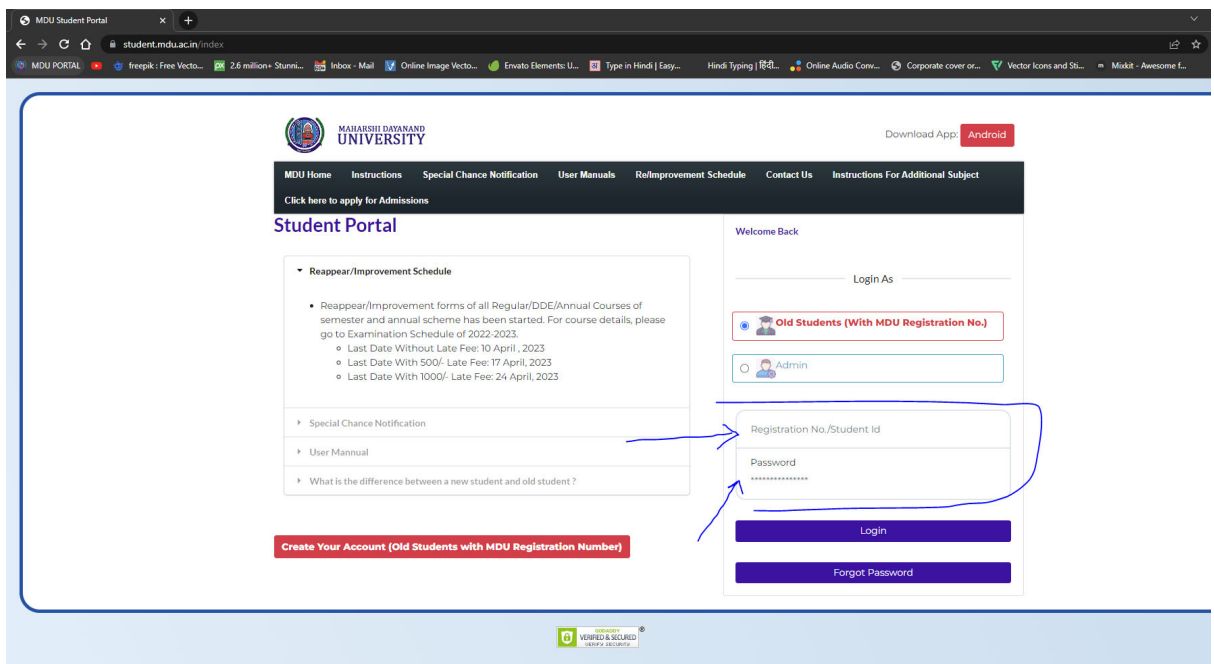
  
Chief Warden (Boys)

# APPLY FOR HOSTEL ADMISSION

## 1. Open Student Portal [student.mdu.ac.in](http://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

The screenshot shows the MDU Portal interface at [student.mdu.ac.in/Regular/ApplyHostel](http://student.mdu.ac.in/Regular/ApplyHostel). The left sidebar contains a menu with 'Apply For Hostel Admission' highlighted. The main content area displays the 'Hostel Accomodation Application Form for Students of MDU UTD'. The form is divided into three steps: Step-1: Apply For Hostel, Step-2: Guardian Detail (Mandatory for Girls), and Step-3: Pay Fees for Apply of Hostel. Step-1 is currently active. It includes a photo upload section with a 'Choose File' button and an 'Upload Image' button. Below this are dropdown menus for 'Deptt. of English & Foreign Languages', 'M.A. (ENGLISH)', and 'Semester/Year : 3'. There are text input fields for 'Distance' (with '60' entered), 'Sector 14 Rohtak', and '9876543210'. A checkbox labeled 'Have you ever been allotted Hostel (If yes, Please tick the option and provide hostel Name followed by Room No)' is checked, with 'Demo' entered in the adjacent field. A green bar labeled 'Select Address:\*' contains the text 'V.P.O. [redacted] n , ROHTAK, HARYANA, 124112'. At the bottom, there is an 'Additional Information (If any)' text area and a blue 'Submit and View' button. Blue arrows point to the 'Apply For Hostel Admission' menu item, the 'Upload Image' button, the 'Distance' input field, the 'Select Address:\*' bar, and the 'Submit and View' button.

MDU PORTAL

freepik : Free Vecto... 2.6 million+ Stunni... Inbox - Mail Online Image Vecto... Envato Elements: U...

My Account

**Apply For Hostel Admission**

Examinations

Wi-Fi Section

Pay Balance Fee (If Any)

Intermediate Fee Payment

Apply for Career Counselling & Placements

Study Material

Booked Subject Details

For Currently Pursuing Students

Get All Payment Receipts

Refresh Menu

Image file has been uploaded successfully

Hostel Accomodation Application Form for Students of MDU UTD

Step-1: Apply For Hostel Step-2: Guardian Detail (Mandatory for Girls) Step-3: Pay Fees for Apply of Hostel

Upload Your Photo\* (size should be between 30KB and 100KB)

Choose File No file chosen Upload Image

Deptt. of English & Foreign Languages

M.A. (ENGLISH)

Semester/Year : 3

60

Sector 14 Rohtak

9876543210

☒ Have you ever been allotted Hostel (If yes, Please tick the option and provide hostel Name followed by Room No)

Demo

Select Address:\*

V.P.O. [redacted] n , ROHTAK, HARYANA, 124112

Additional Information (If any)

Submit and View

#### 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”

The screenshot shows a web application interface for 'Step-2: Guardian Detail (Mandatory for Girls)'. The form includes the following fields and sections:

- Guardian Details Section:** A header section for the form, indicated by a blue double-headed arrow.
- Identity Proof file has been uploaded successfully:** A green success message banner.
- Name of Guardian:** Text input field containing 'AKSHAY'.
- Relation with Guardian:** Text input field containing 'FATHER'.
- Guardian contact number:** Text input field containing '9876543210'.
- Guardian contact email:** Text input field containing 'Enter Guardian Email (optional)'.
- Upload Guardian Image\* (size should be between 30KB and 100KB):** A section with a 'Choose File' button (labeled 'No file chosen') and an 'Upload Image' button. A blue arrow points to the 'Upload Image' button. Below the buttons is a small image of a man.
- Select and upload scanned identity proof (with address)\*(size should be between 50KB and 120KB):** A dropdown menu showing 'Aadhar Card'.
- Choose File:** A button labeled 'No file chosen'.
- Upload Selected Identity:** A button at the bottom of the identity proof section, indicated by a blue arrow.

The left sidebar contains a 'Refresh Menu' button and a 'Get All Payment Receipts' link. The top navigation bar shows 'Step-1: Apply For Hostel', 'Step-2: Guardian Detail (Mandatory for Girls)', and 'Step-3: Pay Fees for Apply of Hostel'.

Choose file No file chosen

Upload Selected Identity

Additional 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

My Account ☒

Apply For Hostel Admission

Examinations ☒

Wi-Fi Section ☒

Pay Balance Fee (if Any)

Intermediate Fee Payment

Apply for Career Counselling & Placements

Study Material ☒

Booked Subject Details

For Currently Pursuing Students ☒

Get All Payment Receipts

Refresh Menu

Hostel Accomodataion Application Form for Students of MDU UTD

Step-1: Apply For Hostel Step-2: Guardian Detail (Mandatory for Girls) Step-3: Pay Fees for Apply of Hostel

Print Application Form will only be available after payment of fees

Department	Program Name	Semester	Fee Category	Guardian Address	Father Contact Number	Fee Status	Proceed To Pay Fee	Print Application Form
Deptt. of English & Foreign Languages	M.A. (ENGLISH)	3	General Fee	sector 14	9876543208	UnPaid	Pay Fees	

Maharshi Dayanand University  
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Online Users: 87



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

My Account	▼
Apply For Hostel Admission	▼
Examinations	▼
Wi-Fi Section	▼
Pay Balance Fee (if Any)	
Intermediate Fee Payment	
Apply for Career Counselling & Placements	
Study Material	▼
Booked Subject Details	
For Currently Pursuing Students	▼
Get All Payment Receipts	

Refresh Menu

### Payment Details

Fee: ₹ 100  
Total Fees: ₹ 100

#### Undertaking/Declaration:

☐ I certify that I have not done any other PG/ M.Phil course from M.D. University.

I solemnly declare that the particulars given above are correct to the best of my knowledge and belief and that I will, on admission , abide by the rules and regulations of the hostel and not indulge in any undesirable activity. I hold myself responsible for prompt payment of fee and all other dues. I know fully well that any infringement of Hostel Rules will

☐ make me liable of Fine of Rs. 5000/- or any action deemed fit by the authorities.

**Confirm and proceed to make payment**

**Kindly read the Criteria before Applying, as student shall be responsible for any kind of non-fulfilment of eligibility and the fee will not be refunded to such students.**

For Further Enquiry visit Maharshi Dayanand University, Rohtak.  
Thank you!

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



*MD University Rohtak*

Unique ID: H090085354      studentid: 85354  
validity date: 7/13/2023 3:08:14 PM      Amount: 100

URN : 141860657  
(SAVE FOR FUTURE REFERENCE)

☐ **Terms and Conditions :**

I accept the Terms and Conditions contained herein that shall apply to any person using the services of Easypay provided by Axis Bank for making payments through an

### Payment Options

INTERNET BANKING   CREDITCARD/DEBITCARD   FREECHARGE   NEFT/RTGS

 Visa/Master

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