

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)



То

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

Subject: - Portal of "Hostel Module" Open for Admissions in Boys Hostels for the session 2024-2025 for All UG/PG Programs (including Integrated), 3rd Semester onwards students only).

Sir/Madam,

The applications are invited for hostel accommodation in Boys Hostels for the session 2024-2025 for All UG/PG Programs (including Integrated), 3rd Semester onwards students only).

Submission of Admission Form

- The admission in the hostel for students admitted in University Teaching Departments will be made Online through Student Portal (<u>https://student.mdu.ac.in</u>). Processing fee Rs. 110/- for online application for hostel admission till last date will be charged while after last date processing fee Rs. 220/- will be payable. The last date shall be calculated from the date of admission. User Manual to fill up the Hostel Admission form online, available on University website.
 - (i) 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. Thisismandatory.
 - (ii) Each student has to submit the undertaking of not indulging in any kind of raggingactivity.
 - (iii) Eachstudenthas to submitthe undertaking regarding complying with the hostel rules/regulations.

2. Documents to be submitted by the student at the time of taking room position.

- (i) Each student has to submit six passport size latest photographs without attestation.
- (ii) The Students are permitted to own use Two Wheelers. Such students shall have to furnish the vehicle information (Copy of the Registration Certificate of the vehicle and Driving License) at the time of admission.

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:
 - Student whose residence/house is within the distance of 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 strictdisciplinary action.
 - ii) Day Scholars, Bus Pass Holders, Students admitted to evening Programs except LLM (Shift-II), Students admitted to CDOE/Diploma (except DISLI/DTISL)/Certificate courses, Students pursuing 2nd (second) UG/PG program from MDU, Rohtak. 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 40 Kms away from the University.

Preparation of Merit List

 Concerned HOD/Director will forward the merit list strictly following the Haryana State Government Reservation policy and as per following criteria for the preparation of meritlist. (i) Distance(MaxScore:20)

Score for distance shall be calculated by taking 5% of distance up to a maximum of 20 marks.

(ii)AcademicMerit(MaxScore:30)

- Academic merit will be calculated by taking 30% of the marks obtained in the previoussemester/year/latest result declared by University (in case of intermediate students having reappear zero mark).
- 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 hisresidenceis 350 kms, hismeritscorewill becomputed as follows:

24+17.5 = 41.5 i.e. 30% of 80=24 for academic merit + 17.5 i.e. 5% of 350 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 students in each hostel as per state government reservation policy w.e.f. 2021-22.

IMPORTANT DATES:

- 1. Open to fill up online Hostel Application Form: From 22.07.2024 to 28.07.2024 at 11:59 pm.
- 2. Receipt of the Merit List of Admitted Students from the HOD's/Director's: 29.07.2024.
- Display of 1st Merit List inconcerned Hostel: 30.07.2024
- 4. Date of Allotment of Hostel Rooms: 30.07.2024
- Payment of Hostel Fee: 30.07.2024 to 02.08.2024

Helpline to fill up the online Hostel Admission for Technical Issues:

Hostel Admission Support Email Id: hostel.admissions@mdurohtak.ac.in

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 admission forms be forwarded to the concerned hostel Warden and a soft copy be forwarded to the office of the Chief Warden (Boys) at email: <u>chiefwarden.boys@mdurohtak.ac.in</u>

The allotment of seats for various Departments/Institutes/Centers in different Hostelsis 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

Sd/-Chief Warden(Boys)

Encl:. As above. Endst. No.-CWB/24/4647-4700 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.
- Director, U.C.C. requested to upload on the University website and direct the concerned official for necessary action.
- 4. OSD to Registrar & V. C.for kind information of the Registrar and the Vice-Chancellor.

Chief Warden(Boys)

Dated: -19.07.2024



MAHARSHI DAYANAND UNIVERSITY

Rohtak-124001, Haryana (INDIA)

(A State University established under Haryana Act No. XXV of 1975) 'A+' Grade University Accredited by NAAC

<u>USER MANUAL (OLD STUDENTS)</u> APPLY FOR HOSTEL ADMISSION

Steps for enrollment of students on Student Portal & apply for hostel application form.

1. All New students need to open website https://student.mdu.ac.in

2. Select Old Students (With MDU Registration No. OR Student Id.)

DU Home Instru	ctions User Manuals	Re/Improvement Schedule Contact Us	Instructions For Additional Subject	eral Rules for Examinat
udent Por	tal		Welcome Back	¢
 Special Chance 	Notification			+
Special Chance	e portal for filling the onlin	e forms has been started.		Login As
 Last Date 	ate is 5 July, 2024 ts are advised to read the s		O ROLL O Old Students (N	With MDU Registration No.)
online	form.			
	ts are advised to confirm th filling the online from.	eir eligibility from respective result branches	Admin	
 Fee pai 		n case of double payment (for same		
Reappear/Impro	ovement Schedule		Registration No./Stud	dent Id/Samarth Form No
 User Mannual 			Password	
 What is the diffe 	erence between a new stud	lent and old student ?		
	Terms & Conditions			

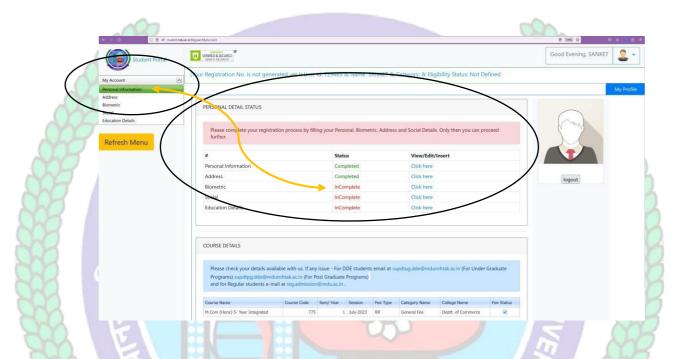
3. Enter Your Registration No. or Student Id in Text Box as Printed your applicationPrint Form

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	Login As	
88	Old Students (With MI Registration No.)	
	Admin	2
	Registration No./Student Id/Samarth Form No	- St
विश्व	Password	
	Login	
	Forgot Password	B

- 5. And Click Login
- 6. After Login you will be logged into the student portal here now you need to complete your profile starting from the address details in you left side options or also available in the center of my account as demonstrated in below image also.

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- 7. You may start filling in address details by unlocking your address details for editing by clicking "_Click on the checkbox if your correspondence address is same as permanent address" and fill up your address details completely including State District and Pin code.
- 8. After completing the address details hit the update and save button for the next step.

विद्यया विन्दतेऽमृतम्

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Address Details

	Pe	ermanent Address Section		
Email		Mobile		
complicatedakshay@gmail.com		9671747093		
Address				
VPO : NEOLA				
State		District		Pincode
HARYANA	~	JHAJJAR	~	124109
Click on checkbox if your correnpondat		ie as permanent address		
		espondance Address Section		
Mc = 747093				
Mc = 747093				
Address VPO : NEOLA				Pincode
Mu = 747093 Address		espondance Address Section		Pincode 124109

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9. The next step will be Biometric Details. Please update accurate details and the latest passport photograph in Biometric details of the student as it will be printed on Student I-Card and Student Academic Records and the photograph, Signature, and Thumb Impression can't be changed later on once approved by the department.

portant Instructions: Imag	es are allowed only in .jpg or .jpeg format.
Browse No file selecte	should be between 30KB and 100KB)
Upload/Edit Image	
Jpload your signature* (s	ize should be between 10KB and 100KB)
Browse No file selecte	ed.
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Browse No file selecte Upload/Edit Thumb Select and upload scanned and 120KB) Select type of identity	d identity proof (with address)*(size should be between 50KB

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10. Click Save and Continue to proceed to Social Details Section, fill in the required details. And click Save and Continue to Proceed to Next Step i.e. is educational details



These are only demographic profile, it has nothing to do with fee category. Nationality * Nationality Religion * Select Religion Domicile/Resident Select Domicile Annual Income* Select Annual Income Marital Status* Select Marital Status Area Resident Type* Select Area Type \sim Identity * Voter Card \sim Social Category (Not applicable for Seat Allotment Reservation Category) * Select Category \sim Save and Continue

Social

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11. Please fill in all educational details staring from 10/Matric to educational details till you own.

Nour Panistration No. is not constant of 10 Hear M-730465 B: Newson CANVET B: Color B: Fil-Julie.	statue: Not Defined	
(Your Registration No. is not generated yet I) User Id: 729465 & Name: SANKET & Category: & Eligibility :	asus, not beined	
Please Enter your 10th AND 12th details only to proceed further, if already then please ignore this		
Add Qualification Level Board/Unix. Subjects/Program Name Roll No Registration No./Enrollmment No.	School/College Year of Passing Marking Scheme Obtained Out of Percentage Result Status	
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After saving your educational deta	ils please hit/click Refresh Menu as	s shown below also. You will see
many options including		
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	Student Portar	
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	Education Details	
	Refresh Menu	
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After Refreshing Menu you will be able to see option for applying hostel application form as highlighted below also

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Refresh Menu

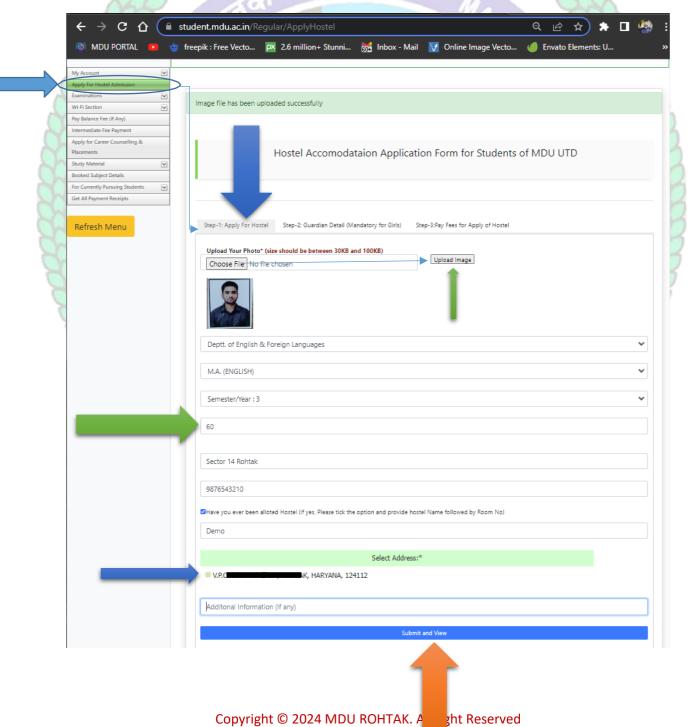
Click Apply for Hostel and follow the steps mentioned below also.



1. Step-1: Apply For Hostel

After that Click on <u>"Apply For Hostel Admission"</u> Icon:

- **1.1** Then Upload your Photo (Choose Your Photo then Click on Upload Image Button)
- 1.2 Then Select Your Deptt/Course/Semester
- 1.3 Then Add Your Distance in KMs from your Resident Address to MDU Rohtak, Minimum Distance for Applying Hostel is 40 km for Boys and 30 km For Girls Students
- 1.4 Then Fill Guardian Address and Father's Contact Number then click on the check box if you have ever been allotted a hostel
- 1.5 Click on Submit and View Button



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

Then Fill Your Guardians Details Section

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

2.2 Upload Guardian Image

- 2.2.1 Choose Image File then Click on Upload Image Button
- 2.3 Select and upload scanned identity proof (with address / Upload Both Side of id proof photo)*
- 2.4 Then Click on Submit Button
- 2.5 Then Check "List of Guardian Details uploaded by you"

rentiy Pursuing Students 🕑 Payment Receipts	Step-1: Apply For Hostel Step-2: Guardian Detail (Mandatory for Girls) Step-3: Pay Fees for Apply of Hostel
esh Menu	
	Guardian Details Section
	Identity Proof file has been uploaded successfully
	Name of Guardian
	AKSHAY
	Relation with Guardian
	FATHER
	Guardian contact number
	9876543210
	Guardian contact email
	Enter Guardian Email (optional)
	Upload Guardian Image* (size should be between 30KB and 100KB)
	Choose File No file chosen
	Upload Image
	Select and upload scanned identity proof (with address)*(size should be between 50KB and 120KB)
	Aadhar Card 🗸
	Choose File No file chosen
	Upload Selected Identity

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	Additonal Information	(If any)	L	
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_	AKSHAY	FATHER	9876543210	
	4			,
Maharshi Dayanand Universit 'A+' Grade University Accredite	d by NAAC			Online Users: 87
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Then Click on Pay Fee for Apply Hostel

5.1 Then Click on Pay Fees Button

- E	My Account											
	Apply For Hostel Admission											
	Examinations 💟											
- 1	Wi-Fi Section											
- 1	Pay Balance Fee (if Any)									(1.10)	-	
1	Intermediate Fee Payment		Host	el Accon	nodatai	on App	lication F	Form for Stu	udents	of MDU U	ПD	
1	Apply for Career Counselling &											
- 1	Placements											
- 1	Study Material											
- 1	Booked Subject Details											
- 1	For Currently Pursuing Students											
- 1	Get All Payment Receipts		Step-1: Apply For Hos	tel Step-2	2: Guardian (Detail (Manda	tory for Girls)	Step-3:Pay Fee	s for Apply	of Hostel		
6	Refresh Menu		Print Application	Program Name	Semester	Fee Category	Guardian Address	Father Contact Number	Fee Status	Proceed To Pay Fee	Print Application Form	
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4 Then Click on Undertaking CheckBox and Click on Confirm and proceed to make payment button to pay fee

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ply for Career Counselling &	Fee: ₹ 110
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oked Subject Details	
r Currently Pursuing Students	Undertaking/Declaration:
et All Payment Receipts	
	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, the shall be responsible for any kind of non- fullfilment of eligibility and the full not be refunded to such students.
	fullfilment of eligibility and the full not be refunded to such students.
	For Further Enquiry visit M i Dayanand University, Rohtak. you!

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

	1D University	Rohtak	
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Uniquie ID :	H090085354	studentid :	85354
validity date : PM	7/11/2024 3:08:14	Amount :	110
	URN:	141860657	
		TURE REFERENCE)
Terms and Condition			
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Payment Opti	ons		
INTERNET BANKING	CREDITCARD/DEB	ITCARD FREECHARGE	NEFT/RTGS

Helpline to fill up the Hostel Admission form online (Technical Issues): Hostel Admission Support Email Id: <u>hostel.admissions@mdurohtak.ac.in</u>

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HANDBOOK OF INFORMATION FOR BOYS HOSTELS

SESSION 2024-2025



MAHARSHI DAYANAND UNIVERSITY ROHTAK

A State University established under Haryana Act No. 25 of 1975 NAAC Accredited 'A+' Grade

www.mdu.ac.in

NIRF Rank: 96th



Maharshi Dayanand University Rohtak

(A State University established under Haryana Act No. 25 of 1975) NAAC Accredited 'A⁺' Grade



University aspires to be a leading 'transformative learning community' recognized worldwide for excellence and innovation in education, research and entrepreneurship for holistic development of learners and sustainable growth of the society.

MISSION

University is committed to transform lives and serve the society through flexible and multidisciplinary education, research, innovation, lifelong learning and cultural enrichment.

CORE VALUES

Academic Excellence: University strives for the uncompromising quality excellence in scholarship across various disciplines

Excellence in Research, Innovation and Entrepreneurship: University commits to continuous engagement in the scholarly activities in the pursuit of creativity and knowledge generation through excellence in research and innovation

Morality and Ethics: University upholds the highest ethical values, integrity and professionalism alongwith unwavering commitment to academic freedom, transparency and accountability.

Equity and Inclusiveness: University pledges to nurture and preserve an environment of mutual respect, equality and diversity in its all endeavours to ensure fairness and inclusiveness for thriving society

Environmental Sustainability: University commits itself to ensure sustainable ecosystem to improve the living standards of current generation and preserve the environment for future generations

Community Engagement: University resolves to maintain and strengthen meaningful relationship with local and global communities to learn from and contribute for their sustainable development.

 \bigcirc



Prof. Rajbir Singh *Vice-Chancellor*



MESSAGE

At the outset, I welcome all the students seeking admission in the Boys Hostels of Maharshi Dayanand University, Rohtak.

Maharshi Dayanand University, Rohtak is a leading multi-disciplinary University with 41 teaching departments imparting quality education. The University has been awarded 'A+' grade by NAAC and has been placed at 96th rank amongst all Indian Universities in National Institutional Ranking Framework (NIRF) survey 2023.

The hostel premises houses 10 Boys Hostels, well equipped with requisite infrastructure. I hope you will enjoy the harmonious environment at the University campus during your stay in the University hostels. I advise you to make optimum use of your precious time. Apart from studies, take part in sports as well as extra-curricular activities for overall development of your personality.

My best wishes for your bright future.

(Rajbir Singh)



Prof. Satyawan Baroda *Chief Warden, Boys*

MESSAGE



Dear Students,

It gives me immense pleasure to welcome all students to Maharshi Dayanand University, Rohtak, one of the country's cleanest, greenest, and beautiful campuses. Our university was honoured as the green and cleanest campus in the Swachchta Rankings 2018.

Established in 1976, Maharshi Dayanand University (MDU) has emerged as a leading university in the state of Haryana. Accredited with an 'A+' grade by NAAC in March 2019, MDU has achieved the 96th rank amongst Indian universities in the NIRF survey 2023, conducted by the Ministry of Human Resource Development, Government of India. Notably, MDU is ranked first among the state universities of Haryana in this NIRF survey.

We take great pride in our eleven Boys Hostels, named after mountains, which are equipped with all modern facilities to ensure a comfortable and conducive environment for your academic and personal growth. Our hostel infrastructure and dedicated staff are committed to providing you with a safe, supportive, and enriching living experience.

As you embark on this new chapter of your academic journey, I encourage you to make the most of the opportunities available here. Engage actively in your studies, participate in various campus activities, and contribute to the vibrant campus community. Remember, your time here at MDU campus will be a significant part of your life's foundation, shaping your future and helping you achieve your dreams.

Once again, I welcome you all to MDU, Rohtak. We are excited to have you as part of our esteemed institution and look forward to supporting you in your endeavors.

With best wishes!

(Satyawan Baroda)



ओ3म् भूर्भुवः स्वः । तत्सवितुर्वरेण्यं, भर्गो देवस्य धीमहि । धियो यो नः प्रचोदयात् ।। अनुसन्धान से विज्ञान से हम ज्ञान को अर्जित करें निःस्वार्थ हो श्रमभाव को इस राष्ट्र को अर्पित करें । ऋषिकुल का सम्मान ही, हम सब का स्वाभिमान हो जब कोई व्यवधान हो, अनुष्ठान हो, व्याख्यान हो। संगम है कला संस्कृतियों का, संचय उत्तम मनोवृत्तियों का। ज्ञान का गूँजे तराना है, वेदों को जग ने माना है। विकृतियों का दमन करें, ऋषिकुल तुमको नमन करें । राष्ट्र का नवनिर्माण हो, ऋषिकुल तुमको प्रणाम हो । ऋषिकुल तुमको प्रणाम हो, ऋषिकुल तुमको प्रणाम हो, ऋषिकुल तुमको प्रणाम हो । ओ3म् भूर्भुवः स्वः ।



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OFFICERS OF THE UNIVERSITY

CHANCELLOR His Excellency Sh. Bandaru Dattatreya Governor, Haryana

Name and Designation	Contact Nos.
Vice-Chancellor	01262-274327
Prof. Rajbir Singh	01262-274710
Dean, Academic Affairs Prof. A. S. Maan	01262-262208
Registrar Prof. Gulshan Lal Taneja	01262-274640
Dean, Students' Welfare Prof. Randeep Rana	01262-285090
Proctor Prof. Rajesh Punia	01262-293174
Chief Warden (Boys) Prof. Satyawan Baroda	01262-293217
Chief Warden (Girls) Prof. Sapna Garg	01262-293221

MAHARSHI DAYANAND UNIVERSITY ROHTAK HOSTEL ADMINSTRATIVE STRUCTURE

Chief Warden (Boys)	Prof. Satyawan Baroda	chiefwarden.boys@mdurohtak.ac.in	01262-293217
Add. Chief Warden	Prof. Dalip Singh	chiefwarden.boys@mdurohtak.ac.in	01262-293217

Wardens:

Hostel	Warden	Email	Mobile
Kailash Hostel No.1	Dr. Shamsher Malik	warden.kailash@mdurohtak.ac.in	930000291
Vindhya Hostel No.2	Dr. Jitender Rathee	warden.vindhya@mdurohtak.ac.in	9416475334
Himalya Hostel No.3	Dr. Karamvir Sheokand	warden.himalya@mdurohtak.ac.in	9813896359
Nilgiri Hostel No.4	Dr. Surendra Kumar	warden.nilgiri@mdurohtak.ac.in	9896336032
Udaigiri Hostel No.5	Dr. Jagbir Singh	warden.udaigiri@mdurohtak.ac.in	9466233132
Himgiri Hostel No.6	Dr. Surender Singh	warden.himgiri@mdurohtak.ac.in	8295088199
Dholagiri Hostel No.7	Dr. Harkesh Sehrawat	warden.dholagiri@mdurohtak.ac.in	9416486828
Neelkanth Hostel No.8	Dr. Rajesh Kumar	warden.neelkanth@mdurohtak.ac.in	9729900627
Mount Abu Hostel No.9	Dr. Kamal Deep	warden.mountabu@mdurohtak.ac.in	9416952504
Everest Hostel No.10	Dr. Pradeep Kumar	warden.everest@mdurohtak.ac.in 9050	

OFFICERS/OFFICIALS OF THE BOYS HOSTELS

Prof. Satyawan Baroda	Chief Warden (Boys)	01262-293217	9416228782	
Prof. Dalip Singh	Add. Chief Warden	01262-293217	9255121164	
Sanjay Kumar	Assistant	-	9813747608	
]	KAILASHGIRI HOSTEL NO. 1	1		
Dr. Samsher Malik	Warden	-	9300000291	
Sh. Rishi Pal	Hostel Supervisor	-	9467509698	
	VINDHYA HOSTEL NO. 2			
Dr.Jitender Kumar	Warden	-	9416475334	
Sh. Rajesh Kumar	Hostel Supervisor	-	9416318599	
	HIMALYA HOSTEL NO. 3	1		
Dr. Karambir Sheokand	Warden	_	9466457570	
Sh. Kulwant Malik	Hostel Supervisor	_	9416255602	
	NILGIRI HOSTEL NO. 4			
Dr. Surender Kumar	Warden	_	9896336032	
Sh. Jaipal Singh	Hostel Supervisor	_	9416855334	
	UDAIGIRI HOSTEL NO. 5			
Dr. Jagbir Singh	Warden	-	9466233132	
	Hostel Supervisor	_		
	HIMGIRI HOSTEL NO. 6			
Dr. Surender Singh	Warden	_	8295088199	
Sh. Yudhveer Singh	Hostel Supervisor	-	7206538991	
	DHOLAGIRI HOSTEL NO. 7			
Dr.Harkesh Sherwat	Warden	_	9416486828	
Sh. Baljit Nandal	Hostel Supervisor	-	9728904908	
NEELKANTH HOSTLE NO. 8				
Dr. Rajesh Kumar	Warden	_	9729900627	
Sh. Baljit	Hostel Supervisor	_	9253336319	
MOUNT ABU BOYS HOSTEL NO. 9				
Dr. Kamal Deep Singh	Warden	_	9416952504	
Sh. Vinod Kumar	Hostel Supervisor	_	7357227228	
EVEREST HOSTEL NO. 10				
Dr. Pardeep Kumar	Warden	-	9050019553	
	Hostel Supervisor	_		

There are 10 Boys hostels in all. Each hostel has a Warden, a Supervisor and a Mess Supervisor for its smooth functioning and the overall control lies with the Chief Warden.

Sr. No.	Name of Hostels	No of Rooms	No. of Seats
HOSTEL-1	Kailashgiri	240	240
HOSTEL-2	Vindhya	240	240
HOSTEL-3*	Himalaya	-	-
HOSTEL-4	Nilgiri	127 Dormitory	254
HOSTEL-5	Udaigiri	240	240
HOSTEL-6	Himgiri	240	240
HOSTEL-7	Dholagiri	160 Dormitory	320
HOSTEL-8	Neelkanth	295	295
HOSTEL-9	Mount Abu	294	294
HOSTEL-10	Everest	130 Dormitory	260

Configuration of Room No./Seats

* Under Renovation

SECTION-I

Admission Procedure in Hostels

Eligibility

- 1. Accommodation in the University Hostels is available only to the bonafide students admitted to University Teaching Programs in the UTD excluding the following:
 - i) Student whose residence/house is within the distance of 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.
 - Day Scholars, Bus Pass Holders, Students admitted to evening Programs except LLM shift-II), Students admitted to CDOE/Diploma (except DISLI/DTISL)/Certificate courses, Students pursuing 2nd (second) UG/PG program from M. D. U, Rohtak. 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.

Renewal of Hostel Admission

- i) The residents who are promoted to next class of their respective programs shall be required to submit renewal forms in each academic session.
- ii) The bonafide resident whose result is awaited must apply in time but final allotment may be granted only after the declaration of the results and subject to the availability of seats in the hostel.

The renewal of Hostel admission would only be granted to those:

- i) Who have been promoted to next class/semester and fulfil the eligibility conditions.
- ii) Who have cleared all hostel dues before appearing in the annual/semester examinations.
- iii) Whose conduct report issued from the respective Warden and HOD is satisfactory.

The following student(s) shall not be eligible for admission / renewal in the hostel:

- i) Those who were detained from appearing in examination by the university authorities.
- ii) Those who did not appear in the examination on their own without any valid reason.
- iii) Disciplinary action(s) was/were taken against him/them by the university authorities.
- iv) Those who violated hostel rules/ laws or has/have been found guilty to breach hostel discipline and/or has/have been reprimanded, fined, or punished in any way by the Chief Warden/ Additional Chief Warden/Wardens.
- v) Those 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.

SECTION-II

Submission of Admission Form

- 1. The admission in the hostel for students admitted in University Teaching Departments will be made Online through Student Portal (<u>https://student.mdu.ac.in</u>). Processing fee Rs. 110/- for online application for hostel admission till last date will be charged while after last date processing fee Rs. 220/- will be payable. The last date shall be calculated from the date of admission.
 - Each Student has to upload residential proof (any one) i.e. Aadhar Card/ Voter Card/ <u>Driving Licence/ Passport/ Ration Card</u> while filling up the Hostel Admission form. Thisis mandatory.
 - (ii) Each student has to submit the undertaking of not indulging in any kind of ragging activity.
 - (iii) Each student has to submit the undertaking regarding complying with the hostel rules/ regulations.
 - (iv) Each Student has to upload self-bank account proof for refund of Hostel Security/Caution Money and Mess Advance/Mess Security while filling up the Hostel Admission form.

2. 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.
- (ii) The Students are permitted to own use Two Wheelers. Such students shall have to furnish the vehicle information (Copy of the Registration Certificate of the vehicle and Driving License) at the time of admission.
- (iii) Ph. D Scholars have also to fill and upload an additional proforma <u>Annexure-A</u> countersigned by respective Supervisor/Guide and HOD/Director for their admission in the University hostel.

SECTION – III

Preparation of Merit List

1. Concerned HOD/Director will forward the merit list strictly following the Haryana State Government Reservation policy and as per 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 of 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 having reappear zero mark).
- 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 i.e. 5% of 350 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.

- (iii) For Ph. D Students:- 1st preference will be given to those Ph. D scholars to grant admission in University Boys Hostels who have been availing URS or Scholarship/Fellowship from any Central/State Government funding agency and whose attendance in the Department is mandatory. The 2nd preference will be given to those non fellowship holder Ph. D scholars who are otherwise eligible to get admission in University Boys Hostels on the recommendation and justification by the HOD/Director that their presence in the Department/Institute/Centre is required on the left-out seats of their Department/Institute/Centre. Merit will be prepare on basis of sub points No.(i) and (iii).
- 2. 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 the Chief Warden (Boys) at email: chiefwarden.boys@mdurohtak.ac.in

SECTION – IV

Rules & Procedure for Allotment of Rooms

- 1. Right of admission to the University Boys Hostels are reserved with the Chief Warden (Boys).
- 2. Rooms will be allotted by the Warden and countersigned by the Additional Chief Warden/Chief Warden.
- 3. The residents in the hostels are required to submit an undertaking that they will not handover theirrooms to anybody else and vacate the hostel room within 48 hours after the completion of theory examinations/practical examination/30th June 2025, whichever is earlier. Ph.D. Scholars shall have to vacate the room of the hostel within 48 hours after the date of their submission of thesis. The research scholars who have submitted their Ph.D. thesis shall not be considered for fresh admission in the hostel.
- 4. In case possession of the rooms is not taken within a period of 10 days, admission will be cancelled and fee will not be refunded in any case.
- 5. On arrival the student will report to the Hostel Supervisor or any other official of the hostel authorized by the Warden and will take possession of the room after filling up the Room Possession form through student portal.
- 6. 20% seats are reserved for SC students in each hostel as per state government reservation policy w.e.f. 2021-22.
- 7. Fresher/Junior students will be allotted dormitories.
- 8. No student would be admitted in the hostel without the recommendation of the HOD. All the applications must reach the Office of the concerned Hostel Warden, within the stipulated time.
- 9. Residents are not permitted to shift from the allotted room in any case without due permission through proper channel from the Chief Warden.

Facilities Available for Hostel Residents:

- 1. Round the clock Security.
- 2. Ambulance facility.
- 3. Periodic Health checkup camps by Youth Red Cross wing of the University.
- 4. Mess facility.
- 5. A well-furnished Common Room with LED facility, magazine and newspaper are available in each hostel.
- 6. Periodic Psychological and personnel counseling.
- 7. Regular Yoga and Aerobic sessions.
- 8. Spiritual sessions for meditation and stress-management.
- 9. Opportunity for participation in Outreach Activities.
- 10. Hand-holding of the residents by mentors.

SECTION – V

General Rules for Hostellers

Admissions shall be sought afresh in every academic session and the residents will conform to the following:

- i. The residents are entitled for accommodation in the hostel as long as they are bonafide registered students. Accommodation will not be provided to any such student whose registration has been cancelled or who is not on Rolls of any Department/Institute/Centre.
- ii. Residents are required to abide by all rules and instructions given in the Hostel Guidelines and as notified on the Notice Board from time to time. They are not to plead ignorance of the same. They shall co-operate with the hostel staff and actively participate in the smooth running of the hostel.
- iii. All the conduct rules that are applicable to the residents of different hostels, conveyed from time to time through the Chief Warden/Additional Chief Warden/Wardens/ Supervisor, must be complied with.
- iv. The residents must keep the hostel Identity Card with them all the time.
- v. Rooms are allotted to each resident on his personal responsibility. He should see to proper upkeep of his room, hostel and its environment. Residents should bring to the notice of the hostel supervisor/ Warden, all routine maintenance works (Civil, Carpentry and Electrical), if any, to be carried out in their rooms.
- vi. The rooms, common areas and surroundings should be kept clean and hygienic. Notices shall not be pasted on walls and walls shall not be scribbled on.
- vii. Residents should co-operate in carrying out maintenance work and vacate their rooms completely when the hostel authorities require the rooms for this purpose. If any maintenance work is to be carried out when the room is under occupation, it is the occupant's responsibility to make the room available for the same.
- viii. In the event of proceeding on unscheduled leave on account of illness, family matter, etc., residents must inform the Warden in writing.
- ix. Before vacating the rooms, the students shall fill up the Room Vacating Handover form through student portal. All the electrical installations including the fan should be handed over intact, in addition to the furniture. The personal locks have to be removed while vacating the room.
- x. All residents are required to clear their Hostel, Mess and other dues and obtain a **No Dues Certificate** from the concerned warden before they appear in their examination and also clear all the subsequent dues before they vacate the hostel; failing which they shall be liable to other disciplinary action including forfeiture of hostel-security / mess security etc. and their names will be forwarded to the Head of the Department/COE/ Registrar for withholding admit cards/declaration of their results/award of degree.

Attendance and Leave Rules

- All the residents should normally not stay out of the hostel later than 10:00 p.m. Residents returning to the hostel after the specified time shall record their name in the hostel register kept with the security guard at the hostel gate indicating reason(s) for their late coming. Those found not following this rule will be expelled from the hostel.
- ii) Residents desirous to leave the hostel for night in order to go to their home or visit the local guardian must obtain prior written permission in advance from the Warden before leaving the hostel.
- iii) Residents going for research/project work/field work or attending seminar/conference or participating in camps/sports tournaments organized by DSW/ Sports office as a member of University team /departmental educational tour must submit prior written permission along with relevant documents from the HOD/ DSW/Director Sports in the office of the Warden before leaving the hostel.
- iv) Strict disciplinary action shall be taken against those, who fail to abide by the Leave/Attendance rules.

Conduct of Residents

- i) Each resident must show due respect and courtesy to the University faculty, administrators, officers, employees, visitors, and residents. They must not infringe upon the rights of fellow residents.
- Any resident found/ indulged in damaging the hostel property in any manner shall pay the full cost, including installation charges, if any. In addition, he would also be liable to a fine imposed by the Warden/Additional Chief Warden/Chief Warden including disciplinary action as decided by the University authorities.
- iii) Residents are expected to come to Dining Hall, Common Room, Visitors Room, Reading Room and Office properly attired, failing which they shall be liable for disciplinary action.
- iv) In the event of an illegal activity in the Hostel premises the University/Hostel Administration is obligated to permit the police and initiate legal action.
- v) In the event of residents involvement in any activity outside the Hostel premises which is punishable by the law of the land, the Hostel Administration in no way, whatsoever, provide any support to them and will not be responsible for any action taken thereof.

Hostel Regulations

- i) When the residents go out of their room they should switch off all the electrical / electronic appliances, and keep it locked. Violation will attract suitable penalty and punishment as decided by authorities.
- ii) No resident can keep any Four Wheeler in the hostel campus. Exceptions are made for students with physical disability upon obtaining specific prior permission from the Chief Warden. However, two wheelers can be used by the hostellers. The University will not

responsible for theft of any vehicle.

- iii) Before leaving the hostel, every resident shall obtain clearance from the Hostel Supervisor/Warden and personally by handing over the room and hostel property to the Hostel Supervisor. A penalty of Rs. 5000/- will be imposed on the defaulter resident.
- iv) The resident shall not move any furniture from its proper allotted place and also not damage them in anyway. If there are any additional items other than the above belonging to the hostel in a room, the occupant of the room shall hand over them to the Warden, failing which he will be charged a penal rent as decided by the Warden.
- v) The resident shall not remove any fittings from any other room and get them fitted in his room. Any violation in this regard will attract suitable penalty as decided by Warden.
- vi) Residents shall not indulge in any quarrel with hostel residents/Housekeeping staff or anybody else. If a resident is found violating the hostel rule, a fine of Rs. 2500/- will be imposed on the resident. Any complaint of indiscipline or insolence against any hosteller must be reported to Hostel Supervisor or Warden, as the case may be.
- vii) Smoking, gambling and consumption of alcoholic drinks and / or narcotic drugs in the hostel premises is strictly prohibited. Possession and use of narcotic substances is illegal. Residents shall not enter the hostel premises in intoxicated state and should not possess any such material. Severe action will be taken if any resident is found to violate this, resulting in expulsion from hostel and rustication from the Department. Students should not smoke inside the hostel / room / common room / dining hall / toilets / corridors / terrace etc. In case anyone is found guilty of smoking, consumption of alcoholic drinks and/or narcotic drugs a fine of Rs. 5000/- will be imposed. Apart from the fine, depending on the case, the Hostel Administration reserves the right to take direct disciplinary action, amounting to even expulsion at short notice from the hostel on the recommendation of the hostel disciplinary action against such student(s).
- viii) Private cooking in the hostels /residents room is strictly forbidden. Such appliances, if found, will be confiscated and the resident will be imposed a minimum fine of Rs 1000/- per appliance. The use of electrical appliances such as immersion heaters, electric stove / heaters is forbidden in any of the rooms allotted for residence or elsewhere in the hostel premises. Keeping of Gas Cylinders inside hostel rooms is strictly prohibited. Violation of this clause will lead to expulsion from hostel.
- ix) The uses of audio/video systems which may cause inconvenience to other hostel residents are not allowed. A minimum fine of Rs 500/- per appliance shall be charged for using the same. If the concerned resident is found repeating the mistake, strict disciplinary action (including cancellation of room) shall be taken against him.
- x) The resident is solely responsible for any damage to the property in the room during his occupancy of that room and will be required to make good the damage, if any. He is required to fill in the inventory of the furniture and other items available and hand over

the furniture & other materials in good condition when he changes/vacates the room/hostel.

- xi) In case of damage to or loss of hostel property the cost with fine will be recovered from the residents responsible for such damage or loss, if identified, or from all the residents of the hostel proportionately, as decided by the Warden.
- xii) General damage to the hostel property will be the collective responsibility of all the residents and they will be required to make good such damage, if the residents who caused the damage could not be identified.
- xiii) In case of any damage to property of hostel, the estimated amount will be recovered from theresidents involved in the incident along with an additional fine of Rs. 2000/-.
- xiv) Mutual shifting of rooms is not allowed without the permission of Chief Warden.
- xv) Residents must bring their own LED/CFL/Tube and are not allowed to use more than one. They must switch off the light while going out of the room or to sleep, failing which a fine of Rs. 100/- will be imposed.

Expulsion from Hostel

Residents shall be expelled from the Hostel or banned from applying for hostel admission in future under the following circumstances:

- i) If he sublets the allotted room to any other student/outsider.
- ii) If some other student is found staying in his place in the allotted room.
- iii) Any clash, assault on co-resident will be seriously dealt with it can even lead to rustication from the University apart from the legal action against such residents.
- iv) Upon indulgence in political activities, anti-National activities, holding of demonstration, pasting of posters in or outside the hostel premises, defacement of walls, University property and involvement in undesirable activities such as misbehavior/ physical assault with the Chief Warden/ Add. Chief Warden/ Hostel Warden/ Supervisor/ Mess Supervisor/ Mess Staff/ Housekeeping staff/ Security Guard or any other officer/officials of the University.
- v) Any act of intimidation or violence, willful damage to property or drunken and riotous behavior.

Grievance Redressal Mechanism

- i) Any grievance from a resident should be first referred to the concerned warden who shall, depending upon the nature of the grievance, ensure that it is processed by him as speedily as possible and in no case later than three days from the date of receipt of the grievance/complaint.
- ii) In case the resident is not satisfied with action taken by the Warden, he is free to bring the grievance/complaint in writing to the notice of the Additional Chief Warden as soon

as the decision of the Warden has been notified and in no case later than three days from the date of decision of the concerned Warden. The Additional Chief Warden shall resolve the grievance within three days from the receipt of the grievance/complaint.

- iii) The complaint will be made to the Additional Chief Warden along with the copy of the decision of the Warden.
- iv) If still not satisfied, the resident may appeal against the decision of the Additional Chief Warden in writing to the Chief Warden with a copy of the decision of the Additional Chief Warden and the Warden.
- v) The Chief Warden shall forward the Complaint/ appeal of the resident to the following Hostel Grievance Redressal Committee in order to resolve the matter/issue:

a. Chief Warden	Convener
b. Additional Chief Warden	Member
c. All the Wardens	-do-

d. Three Regular Hostel Residents -do- (To be nominated by the Chief Warden in consultation with the Additional Chief Warden)

Note: The residents are required to observe the above hierarchical order while reporting their grievances/complaints and in no case they should violate it, otherwise disciplinary action will be taken against them.

- i) Every effort shall be made to redress such grievances within 3 days in a transparent manner and acknowledged appropriately.
- Such grievance(s) shall be redressed within 7 days. In case, the same could not be addressed within stipulated time, the same may be forwarded, with reason recorded, to the concerned University Student Grievance Redressal Committee or the students may themselves approach to the concerned Students Grievance Redressal Committee, if they feel so.

University Student Grievance Redressal Committee (USGRC)

Professor nominated by the Vice-Chancellor			
1.	Prof. A. S. Mann	Chairperson	
Four	Four Professors/Senior Faculty members nominated by the Vice-Chancellor		
2.	Prof. Arun Nanda, Dean (R&D)	Member	
3.	Prof. Satyawan Baroda, Chief Warden (Boys)	Member	
4.	Prof. Sapna Garg, Chief Warden (Girls)	Member	
5.	Prof. Randeep Rana, Dean, Students Welfare	Member	
6.	A representative from among students nominated by Vice Chancellor on	Special	
	academic merit/excellence in sports/performance in co-curricular	Invitee	
	activities-		

STEPS OF STUDENT GRIEVANCE REDRESSAL PROCESS (USGRC)

STEP 1: LODGING OF COMPLAINT

Students are required to fill out the online Student Grievance Form https:forms.gle/kmzDdKwf2YdT9Zpk8.

STEP 2: FORWARDING OF APPLICATION TO THE CONCERNED

The official of University Computer Centre should forward the grievance application to the quarter concerned for taking necessary action.

STEP 3: VERIFICATION

On receiving the complaint, the Chairperson of the University Student Grievance Redressal Committee (USGRC) will record and verify the complaint.

STEP 4: ACTION

After verification of the complaint, the UGSRC shall act upon the complaint and take the measures necessary to resolve the issue.

STEP 5: INTIMATING THE STUDENT

Once the complaint has been resolved, the student is informed about the outcome, and the complaint is considered closed by the Department.

OMBUDSPERSON

Any student aggrieved by the decision of the Student's Grievance Redressal Committee (CSGRC/USGRC) may prefer an appeal to the Ombudsperson, within a period of fifteen days from the date of receipt of such decision.

Sr.No.	Name	Designation	E-mail (for reporting
			grievance)
1	Prof. (Retd.) Ashu Shokeen, Former Head	Ombudsperson	Shokeen_ashu@rediffmail.com
	(Library Science, KUK and Former Dean,		
	Faculty of Arts and Language, KUK		
	H.No. D-8 Prashant Vihar,		
	Sector-14, Rohini Outer Ring Road, Piller		
	No.3, Near Santom Hospital, New Delhi-		
	110085		

Hostel Charges

Sr. No.	Subject	Amount	Remark
i)	Accommodation Charges	Rs. 730/-	Annualy (At the time of Admission.)
ii)	Water & Electricity Charges	Rs. 4360/-	Annualy (At the time of Admission.)
iii)	Fan Charges & Geyser Charges	Rs. 600/-	Annualy (At the time of Admission.)
iv)	Establishment charges	Rs. 1820/-	Annualy (At the time of Admission.)
v)	Common room charges	Rs. 310/-	Annualy (At the time of Admission.)
vi)	Utensils & Furniture charges	Rs. 370/-	Annualy (At the time of Admission.)
vii)	Medical Fee	Rs. 40/-	Annualy (At the time of Admission.)
viii)	Identity Card charges	Rs. 70/-	Annualy (At the time of Admission.)
ix)	Caution Money/Hostel Security	Rs. 2420/-	Refundable within one year from the date of
			leaving the hostel. The caution money will
			be deposited by all the residents including
			students and Research Scholars.
x)	Mess Advance/Mess Security	Rs. 6050/-	Refundable within one year from the date of
			leaving the hostel.
	Total Fee	Rs. 16770/-	Annual Charges

Further resolved that the Hostel Fee be increased 10% every year onwards and such increase be rounded off to the next multiple of 10.

If any resident wants to avail the facility of the appliances from the list given below with the prior permission of the Warden in writing, he is required to pay the following charges per month up to 10th of each month, for example, Air cooler, Iron, Room Heater/Blower/ Halogen Heater (Coil Heater is not allowed),Electric Kettle. If used without permission, a fine of Rs. 1000/- will be imposed.

i) Air Cooler	=	Rs. 280/- per month
ii) Iron	=	Rs. 90/- per month
iii) Room Heater: Blower/ Halogen Heater	=	Rs. 550/- per month
iv) Electric Kettle	=	Rs. 90/- per month

Note:

- i) The fee from residents will be charged for the entire academic session.
- ii) In exceptional cases on the recommendation of the HOD/Director of the respective Department/Institute/Centre etc., the Chief Warden may allow the stay of the resident beyond 30th June, 2025 on guest charges basis but not beyond 15th July, 2025.
- iii) The Vice-Chancellor may on the recommendation of the Chief Warden exempt blind students from the payment of all hostel charges (except mess charges).
- iv) In case a student joins/leaves the hostel in mid-session, he shall pay all charges for entire academic session and not for specific period of his stay in the hostel.

- v) The hostel fees for Research Scholars whose admissions are usually not done along with other PG classes be taken from 1st October 2024 to 30th September 2025 or as decided by the University authorities.
- All types of Fees/Payments i.e. Hostel Dues, Security, Mess Dues, Fine/Special Fine, Guest Diet/Coupon etc. will be accepted through online/counter system only. In case of special circumstance, payments can be accepted offline with prior permission of the Chief Warden (Boys).
- vii) Hostel fee is not refundable in any case.

Visitors and Guests

- The visitors are allowed to visit only after making an entry in the Visitor's Register of the concerned hostel. No outsider is allowed to enter the hostel without the permission of Warden concerned. Hostel rules and regulations will be equally applicable to the guests also.
- No guest is permitted to stay in a resident's room without prior permission overnight. If it is established that a visitor has stayed illegally overnight in a resident's room, severe punishment will be imposed on the resident which may include a monetary fine of Rs. 2500/- (Rupees two thousand five hundred only) and expulsion from the Hostel. In addition, such cases will be referred to the Chief Warden for further necessary disciplinary action.
- iii) No person of the opposite sex either guest or otherwise shall be permitted to stay overnight in any part of the hostel.
- iv) In case of an emergency, the parents (only father)/guardian of students may be allowed only in respective hostel's guest room. The parent/guardian will be allowed only for a maximum period of two nights and one day by the Warden of the respective Hostel. This will be permitted only twice in a year. The Chief Warden may permit for more than the period specified but not more than 15 days. For longer period of stay permission is to be sought from the Vice-Chancellor. A visitor cannot become guest of a resident too often.

Guest Charges

i)	If stay in Resident's Room	Rs. 120/- per day per head
ii)	Common Room/Tutor Room	Rs. 70/- per day per head
iii)	For Ex-Resident of the Hostel/	Rs. 100/- per day per head
	Authorized Residents	(Only during exam days)
iv)	Breakfast	Rs. 60 (Including Rs 5/- service charge)
v)	Lunch	Rs. 80 (Including Rs 5/- service charge)
vi)	Dinner	Rs. 80 (Including Rs 5/- service charge)
vii)	Special Diet	Rs. 110 (Including Rs 5/- service charge)

Note:

- i) The amount of guest charges shall be deposited in the University Share/Fund.
- ii) If any damage is caused to the Hostel property by the visitors/guests, compensation as assessed by the University/Hostel Administration shall be recovered from the host resident/ Dept./Office concerned.
- iii) The participating teams/individuals whose stay arrangements are made in the hostels on the request of host Dept./Office. The host Dept./Office shall make the payment well in advance. The bedding and other facilities shall be arranged by the host Dept./Office at their own level.

Hostel Mess Rules

The Hostel mess is run by a committee comprising the residents who are responsible for making all purchases as per rules, deciding the menu as well as ensuring a dress code and discipline in the mess under the overall control of the concerned Wardens/Hostel Supervisors.

The function of the Mess shall be supervised and carried out by the Mess Committee consisting of the following members:

- Warden Chairperson
- Hostel Supervisor
- Mess Supervisor
- Three regular residents/residents Elected by the Hostel Residents on rotation basis for 2 Months in a semester
- Two regular residents Nominated by the Warden in consultation with the concerned Additional Chief Warden
 - i) The Mess in each Hall shall function as a single integrated unit and shall not under any circumstances be subdivided into sub-units.
 - ii) The Mess shall provide only vegetarian food.
 - iii) The weekly menu will be prepared by the Mess Committee and the menu will be displayed on the Notice Board as well as uploaded on ERP Portal. Changes in the menu, if necessary, can be made by the Mess Committee.
 - iv) Discipline should be strictly maintained in the dining hall.
 - v) Outsiders are not allowed to take meals in the mess. Day Scholars cannot be entertained as guests in the mess on a regular basis.
 - vi) Food will not be served in rooms and the residents are not allowed to take food from the dining hall to their rooms. If a resident is ill, the Warden/Mess Supervisor will make suitable arrangements for his food.
 - vii) The residents should not enter the kitchen.

- viii) Wasting food is a social crime. For the first offence of wasting food by a resident, warning will be issued to him. If the offence is committed for the second time a fine of Rs.500/- (Rs. five hundred only) will be imposed on him. If the concerned resident is found repeating the mistake, strict disciplinary action shall be taken against him.
- 1. If any member of the hostel staff dealing with mess transaction is found in possession of cash illegally, appropriate disciplinary action will be taken against him.
- 2. A proper mess-account is to be maintained by the mess committee under the supervision of the Warden concerned.
- 3. Cash-book of the hostel-mess is to be maintained by the Mess-Supervisor/ Hostel Supervisor and entry of receipts and payments be made on daily basis. The same will be countersigned by the concerned Warden and Hostel Supervisor on weekly basis.
- 4. An annual audit is to be conducted of each hostel.
- 5. For any discrepancy in the mess/mess diets/coupons etc. mess committee, Mess Supervisor/ Hostel Supervisor and the Warden shall be responsible.
- 6. Facility of mess is provided in all hostels. The membership of mess is compulsory for every resident.

Mess Advance/Security and Hostel Security/Caution Money

It is mandatory for each resident of hostel to pay Rs. 6050/- annually as Mess Advance/Mess Security (**Refundable within one year after leaving the Hostel**). The mess advance/security and hostel-security/caution money shall be refunded by online mode only. Mess Advance/Security shall not be adjusted in mess dues.

Mess and Servant Charges

- i) It is mandatory for each resident of hostel to pay Rs. 610/- per month as mess servant charges.
- ii) Mess charges will be paid by the 20th of each month. After this date a fine of Rs. 10/- per daywill be charged and the residents will not be allowed to take meals thereafter. The fine for delay pertaining to hostel dues will also be charged on the same pattern as mess dues.
- iii) If the total amount of mess dues from a resident exceeds the security deposited on the last date of each month, he will not be eligible for mess services further.
- iv) The Warden may expel a resident from the hostel if all kinds of dues to be paid by him remains unpaid after one month on the recommendation of Hostel Supervisor and the same may be confirmed by the Chief Warden.
- v) Mess-dues defaulters of previous session shall be blacklisted for admissions in the Universityhostels for the next session. Such students shall not be admitted in the University hostels.

Mess Timings

- i) Breakfast : 07:30 a.m. to 9:00 a.m.
- ii) Lunch : 12:30 p.m. to 2:00 p.m.
- iii) Dinner : 07:30 p.m. to 9.00 p.m.
- iv) Meals will not be served before/after the fixed hours.
- v) For the meals, missed by a resident, without prior information, no rebate will be allowed. It will be the moral obligation of the residents to inform the supervisor before hand, if they do not want to take meal at a particular time, so as to avoid the wastage of food and resources. A register for this purpose will be available with the mess supervisor wherein the residents should enter the information about missing the meals.
- vi) All complaints requiring immediate attention of the Warden should be made in writing through a member of Mess-Committee.
- vii) Guest-diets will not exceed 5 diets during a month.
- viii) 20 diets will be compulsory for every resident in a month however, in case of some genuine absence from the hostel the resident can be given a relaxation and 10 diets (a diet means breakfast, lunch and dinner) and servant charges will be charged for full month. In such cases the hostel warden shall examine the genuineness and only then the relaxation can be given.

Prohibition of Ragging

Ragging is illegal and punishable in strictest and most exemplary terms as per the ruling of the Supreme Court of India.

The instructions for curbing ragging as conveyed by the UGC vide letter No. 1-15/2009 (ARC) pt. III dated 17.03.2017, in view of the judgement of the Hon'ble Supreme Court of India dated 08.05.2009 in Civil Appeal No. 887/2009 and also given in Chapter X be adhered to strictly (UGC Regulations on Curbing the Menace of Ragging in Higher Education Institutions, 2009, UGC website: www.ugc.ac.in &the Haryana Prohibition of Ragging in Educational Institution Ordinance 2012.

Ragging in educational institutions is banned and any one indulging in ragging is likely to be punished appropriately. The punishment may include expulsion/ suspension from the institution or classes for a limited period or fine with a public apology. The punishment may also take shape of (i) withholding or withdrawing scholarships or fellowships and other benefits (ii) forfeiting campus placement opportunities or recommendations. (iii) debarring from appearing in any test or examination or other evaluation process (iv) debarring from representing the educational institution in any regional, national or international meet, tournament, youth festival, etc. (v) withholding results (vi) suspension or expulsion from hostel or mess (vii) cancellation of admission (viii) lodging of FIR with the local police.

If the individuals committing or abetting ragging are not/cannot be identified, collective punishment

can be awarded to act as a deterrent.

Any disorderly conduct whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness any other students, indulging in rowdy or indiscipline activities whichcauses or is likely to cause annoyance, hardship or psychological harm or to raise fear apprehension thereof in freshers or junior students or asking the students to do any act or perform something which such students will not do in the ordinary course and which has the effect of causing or generating a sense of shame of embarrassment so as to adversely affect the physique or psyche of a fresher or a junior student or any type of abuse through electronic media or wrongful confinement, use of criminal force, assault as well as sexual offence, trespass, defamation or threat to defame will be deemed an act of ragging.

Hon'ble Supreme Court of India in SPL (C) No. 24295/2004 in the matter of University of Kerala V/s Council of Principals, Colleges of Kerala and others has ordered that if any incident of ragging comes to the notice of the authority, the concerned student shall be given liberty to explain to if his/ herexplanation is not found satisfactory, the authority would expel him from the Institution.

SECTION – VI

Hostel Seats Matrix

DISTRIBUTION OF DEPARTMENT FOR THE ACADEMIC SESSION 2024-25

If seat/seats remain vacant in any department/institute, they may be allocated to the students of other departments according to their demand/request. 2% of the total seats are reserved under the Discretionary Quota of the Vice Chancellor.

KAILASHGIRI (BH-1) Total Capacity-240

Sr. No.	Department	Course	Sem.	No. of Seats to be Allotted
1	Dept. of Chemistry	M. Sc. (Fin.)	3	13
2	Dept. of Physics	M. Sc. (Fin.)	3	16
3	Department of Law	LLB 3 Yr.	1	32
4	Agricultural Biotechnology	M. Sc. (Fin.)	3	2
5	Bioinformatics	M. Sc. (Fin.)	3	2
6	Environmental Biotechnology	M. Sc. (Fin.)	3	2
7	Forensic Sci.	M. Sc. (Fin.)	3	3
8	Food Technology	M. Sc. (Fin.)	3	3
9	Microbiology	M. Sc. Microbiology	3	2
		M. Sc. Microbial Bio.	3	1
10	Environment Sci.	M. Sc. (Fin.)	3	3
11	Botany	M. Sc. (Fin.)	3	3
12	Zoology	M. Sc. (Fin.)	3	3
13	Genetics	M. Sc. (Fin.)	3	4
14	Biochemistry	M. Sc. (Fin.)	3	4
15	Biotechnology	M. Sc. (Fin.)	3	3
16	Medical Biotechnology	M. Sc. (Fin.)	3	3
17	Dept. of Comp. Sci. & Applications	MCA	3	9
		M. Sc. Comp. Sc.	3	7
18	Chemistry	Ph. D.	-	4
19	Commerce	Do	-	4
20	Computer Sci.	Do	-	3
21	Defence Strategic	Do	-	1
22	Economics	Do	-	3
23	Education	Do	-	2
24	English	Do	-	4
25	Geography	Do	-	5
26	Hindi	Do	-	3

27	History	Do	-	2
28	IHTM	Do	-	3
29	IMSAR	Do	-	4
30	Journalism & Mass Comm.	Do	-	3
31	Law	Do	-	4
32	Lib. Science	Do	-	2
33	Math	Do	-	4
34	Music (Instru. & Vocal)	Do	-	1+1
35	Pharmaceutical	Do	-	4
36	Phy. Education	Do	-	2
37	Physics	Do	-	3
38	Pol. Sci.	Do	-	3
39	Psychology	Do	-	2
40	Public Admn.	Do	-	3
41	Sanskrit	Do	-	3
42	Sociology	Do	-	3
43	Statistics	Do	-	3
44	UIET (All)	Do	-	7
45	Visual Art	Do	-	2
46	Life Sci.		-	
(i)	Botany	Do	-	3
(ii)	Zoology	Do	-	3
(iii)	Microbiology	Do	-	3
(iv)	Biochemistry	Do	-	3
(v)	Biotechnology	Do	-	3
(vi)	Medical Biotechnology	Do	-	3
(vii)	Genetics	Do	-	3
(viii)	Environment Sci.	Do	-	3
(ix)	Bioinformatics	Do	-	2
(x)	Food Technology	Do	-	2
(xi)	Forensic Science	Do	-	1
47	Physically Challenged	Only Ph. D. Scholar (All Dept.)	-	4

Sr. No.	Department	Course	Sem.	No. of Seats to be Allotted
1	Department of Law	LLM (Pre.) Shift -I	1	4
		LLM (Fin.) Shift -I	3	4
		LLM (Pre.) Shift -II	1	3
		LLM (Fin.) Shift -II	3	3
		LLB 3 Yr.	3	25
		LLB 3 Yr.	5	18
		LLB (Hons.) 5 Yr. Int.	5	22
		LLB (Hons.) 5 Yr. Int.	7	22
		LLB (Hons.) 5 Yr. Int.	9	22
2	Dept. of Pharmaceutical Science	B. Pharma	7	20
		M. Pharma	3	10
3	Dept. of Psychology	M.A Psy (Pre.)	1	5
		M.A Psy (Fin.)	3	5
		M.A (Gui. & C.)(Pre.)	1	5
		M.A (Applied Psy.)(Fin.)	3	5
4	Centre For Yogic Studies	M.A., Yoga (Pre.)	1	8
		M.A., Yoga (Fin.)	3	8
5	U.I.E.T	B. Tech. (EE)	5	20
		B. Tech. (EE)	7	20
6	Dept. of Education	M.Ed.	1	4
		M.Ed.	3	4

VINDHYA (BH-2) Total Capacity-240

NILGIRI (BH-4) Total Capacity-254

Sr. No.	Department	Course	Sem.	No. of Seats to be Allotted
1	U.I.E.T	B. Tech. (BIO)	1	6
		B. Tech. (EE)	1	24
		B. Tech. (CSE)	1	68
		B. Tech. (AIML)	1	28
		B. Tech. (ECE+LEET)	3	26
		B. Tech. (ME+LEET)	3	56
		BCA	1	34
2	Dept. of Economics	B.A. Economics 4 Year	1	4
3	Dept. of English	B.A. English 4 Year	1	4

Sr. No.	Department	Course	Sem.	No. of Seats to be Allotted
1	Dept. of Pharmaceutical Science	B. Pharma	3	20
		B. Pharma	5	21
		M. Pharma	1	12
2	Institute of Management Studies	MBA 5 Yr.	3	18
3	Dept. of Math	M. Sc. Math (Fin.)	3	15
		M. Sc. Math with Comp. Sci. (Fin.)	3	9
		5 Year Int. Course	9	15
4	Dept. of Life Sci.			
(a)	Agricultural Biotechnology	M. Sc. (Pre.)	1	3
(b)	Bioinformatics	M. Sc. (Pre.)	1	4
(c)	Environmental Biotechnology	M. Sc. (Pre.)	1	2
(d)	Forensic Sci.	M. Sc. (Pre.)	1	3
(e)	Food Technology	M. Sc. (Pre.)	1	6
(f)	Microbiology	M. Sc. Microbiology	1	3
		M. Sc. Microbial Bio.	1	3
(g)	Environment Sci.	M. Sc. (Pre.)	1	6
(h)	Botany	M. Sc. (Pre.)	1	4
(i)	Zoology	M. Sc. (Pre.)	1	4
5	Dept. of Chemistry	M. Sc. (Pre.)	1	12
6	Dept. of Physics	M. Sc. (Pre.)	1	12
7	Dept.of Lib.Sc	M. Lib. I. Sc (Pre.)	1	5
		M. Lib. I. Sc.(Fin.)	3	5
8	Dept. of Journalism	M.A. (Pre.)	1	7
		M.A.(Fin.)	3	7
9	Dept. of Economics	M.A (Pre.)	1	7
		M.A (Fin.)	3	7
		5 Year Int. Course	3	5
		5 Year Int. Course	5	5
		5 Year Int. Course	7	5
		5 Year Int. Course	9	4
10	Dept. of Education	M.A (Pre.)	1	4
		M.A (Fin.)	3	4

UDAIGIRI (BH-5) Total Capacity-240

HIMGIRI (BH-6) Total Capacity-240

Sr. No.	Department	Course	Sem.	No. of Seats to be Allotted
1	Dept. of English	M.A (Pre.)	1	9
		M.A (Fin.)	3	8
		5 Year Int. Course	3	4
		5 Year Int. Course	5	3
		5 Year Int. Course	7	5
		5 Year Int. Course	9	5
2	Dept. of Commerce	M.Com 2Yr.	1	6
		M.Com 2Yr.	3	5
		B.Com 4 Year	1	6
		M.Com 5 Year Int.	3	6
		M.Com 5 Year Int.	5	5
		M.Com 5 Year Int.	7	5
		M.Com 5 Year Int.	9	5
3	Dept. of Music	M.A Vocal (Pre.)	1	2
		M.A Vocal (Fin.)	3	2
		M.A Instru (Pre.)	1	2
		M.A Instru (Fin.)	3	2
4	Department of Law	LLB (Hons.) 5 Yr. Int.	3	38
5	Dept. of History	M.A (Pre.)	1	8
		M.A (Fin.)	3	8
7	Dept. of Phy. Education	M.P. Ed./ B.P. Ed.	1	16
		M.P. Ed./ B.P. Ed.	3	16
8	Dept. of Hindi	M.A (Pre.)	1	8
		M.A (Fin.)	3	8
9	Dept. of Sanskrit, Pali & Prakrit	M.A (Pre.)	1	8
		M.A (Fin.)	3	8
		M.A. (Hindu Studies)	1	4
10	Dept. of Sociology	M.A (Pre.)	1	7
		M.A (Final)	3	7
11	Dept. of Defence & Strategic Studies	M.A (Pre.)	1	4
		M.A (Fin.)	3	4
12	Institute of Management Studies	MBA 2 Yr. (Hon.)	3	10
13	Dept. of Visual Arts	M.A (Fine Arts)	1	2
		M.A (Fine Arts)	3	1

Sr. No.	Department	Course	Sem.	No. of Seats to be Allotted
1	U.I.E.T	B. Tech. (ECE)	1	30
		B. Tech. (ME)	1	32
		B. Tech. (CIVIL)	1	25
		B. Tech. (BIO+LEET)	3	6
		B. Tech. (EE+LEET)	3	30
		B. Tech. (CSE+LEET)	3	56
		B. Tech.(CIVIL+LEET)	3	28
		B. Tech (BIO)	5	4
		B. Tech. (ECE)	5	22
		B. Tech. (AIML)	5	20
		B. Tech. (ECE)	7	20
2	Institute of Hotel & Tourism	B.H.M.C.T. (4 Year)	1	9
		B.H.M.C.T. (4 Year)	3	9
		B.T.T.M .(4 Year)	1	4
		B.T.T.M (4 Year)	3	4
3	Dept. of Statistics	B.Sc. Statistics 4 Year	1	6
4	Dept. of Sanskrit, Pali & Prakrit	B.A Sanskrit 4 Year	1	5
5	Dept. of History	B.A History 4 Year	1	6

DHOLAGIRI (BH-7) Total Capacity-320

NEELKANTH (BH-8) Total Capacity-295

Sr. No.	Department	Course	Se m	No. of Seats to be Allotted
1	Dept. of Public Admn.	M.A (Pre.)	1	6
		M.A (Fin.)	3	6
		B.A. (Pub. Admn.)4 Year	1	6
		5 Year Int. Course	3	6
		5 Year Int. Course	5	6
		5 Year Int. Course	7	5
		5 Year Int. Course	9	5
2	Institute of Hotel & Tourism	B.H.M.C.T. (4 Year)	5	6
		B.H.M.C.T. (4 Year)	7	6
		M.H.M.C.T. (2Year)	1	6
		M.H.M.C.T. (2Year)	3	5
		M.H.M.C.T.(5 Year)	1	6
		M.H.M.C.T.(5 Year)	3	5
		M.H.M.C.T. (5 Year)	5	5
		M.H.M.C.T. (5 Year)	7	5
		M.H.M.C.T.(5 Year)	9	5

		M.T.T.M. (2Year)	1	5
		M.T.T.M. (2Year)	3	5
		B.T.T.M (4 Year)	5	4
		B.T.T.M (4 Year)	7	4
3	Dept. of Geography	M.A (Pre.)	1	9
		M.A.(F)	3	9
4	Dept. of Genetics	M. Sc. (Pre.)	1	4
		B. Sc. Genetics 4 year	1	3
5	Dept. of Biochemistry	M. Sc. (Pre.)	1	4
6	Biotechnology	M. Sc. (Pre.)	1	4
7	Medical Biotechnology	M. Sc. (Pre.)	1	3
8	Dept. of Comp. Sci. & Applications	MCA	1	8
		M.Sc. Comp. Sc.	1	7
		M.Sc. Comp. with Data Sc.	1	4
		M.Sc. Comp. with Data Sc.	3	3
		M. Tech. Comp. Sc.	1	2
9	Dept. of Statistics	M.Sc (Pre.)	1	5
		M. Sc. (Fin.)	3	5
10	Dept. of Math	M. Sc. Math (Pre.)	1	14
		M. Sc. Math (SFS)	1	8
		5 Year Int. Course	7	14
11	U.I.E.T	M. Tech. (All)	1	18
		B. Tech. (ME)	7	45
12	Dept. of Education	ITEP 4year	1	8
	-	ITEP 4year	3	7
		*		

MOUNT-ABU (BH-9) Total Capacity-294

Sr. No.	Department	Course	Sem.	No. of Seats to be Allotted
1	U.I.E.T	M. Tech. (All)	3	10
		B. Tech. (CSE)	5	55
		B. Tech. (ME)	5	55
		B. Tech. (CIVIL)	5	25
		B. Tech. (CSE)	7	53
		B. Tech. (BIO)	7	7
		B. Tech. (CIVIL)	7	28
		BCA	5	17
2	Institute of Management Studies	MBA 2 Yr.	3	10
		MBA 5 Yr.	7	15
3	Dept. of Political Science	M.A (Pre.)	1	8
		M.A (Fin.)	3	8

Sr. No.	Department	Course	Sem.	No. of Seats to be Allotted
1	Institute of Management Studies	MBA 2 Yr.	1	10
		MBA 2 Yr.(B.Psy.)	1	10
		MBA 2 Yr. (B.E.)	3	9
		MBA 2 Yr.(SFS)	1	10
		BBA 4 Yr.	1	17
		MBA 5 Yr.	5	11
		MBA 5 Yr.	9	10
2	U.I.E.T	B. Tech. (AIML)	3	25
		BCA	3	27
3	Dept. of Visual Arts	B.A (Fine Art, Pai.) 4 Year	1	3
		6 Year Integrated	3	2
		6 Year Integrated	5	3
		6 Year Integrated	7	3
		6 Year Integrated	9	1
		6 Year Integrated	11	2
4	Dept. of Math	B. Sc. Math 4 Year	1	12
		5 Year Int. Course	3	11
		5 Year Int. Course	5	11
5	Department of Law	LLB (Hons.) 5 Yr. Int.	1	22
6	All Physically Challenged	All Dept. (Except Ph. D)	-	4
7	Centre of Disability Studies	DISLI/DTISL	1	15
		DISLI/DTISL	3	14
8	Dept. of Pharmaceutical Science	B. Pharma	1	20
9	University Institute of Public Health Sciences	B.A. Public Health	1	5

EVEREST (BH-10) Total Capacity-260

SECTION – VII UNDERTAKING - 1

(Undertaking to be submitted by students against ragging for hostel admission)

- 1. I, _______ (Full Name of the Student with admission/ registration/ enrolment No.) S/o, D/o, Mr./Mrs./Ms. _______ having been admitted to ________ (name of the institution) _______ have carefully read "THE HARYANA PROHIBITION OF RAGGING IN EDUCATIONAL INSTITUTION ORDINANCE, 2012" and fully understood the provisions contained in the said ordinance.
- 2. I have, in particular, perused clause 2(f) of the ordinance and am aware as to what constitutes ragging.
- 3. I have also, in particular, perused clause 8 of the Ordinance and I am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of conspiracy to promote ragging.
- 4. I hereby solemnly aware and undertake that:
 - (a) I will not indulge in any behaviour or act that may be constituted as ragging under the ordinance.
 - (b) I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under the Ordinance.
- 5. I hereby affirm that, if found guilty of ragging, I am liable for punishment according to Ordinance, without prejudice to any other criminal action that may be taken against me under any penal law or any, law for the time being in force.
- 6. I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

Declared this _____ day of _____ month of _____ year.

Signature of the Student Name:

Counter Signature of Parent/Guardian

UNDERTAKING -2

(Undertaking to be submitted by Hostel Resident regarding Hostel Rules and Regulations)

 I_______S/O, Mr./Sh. _____

 Student of ______Department enrolled in Programme ______

 Semester ______ under Roll No ______ do undertake the following:

- 1. That I will abide by all the rules, regulations and instructions given by the Hostel Authorities.
- 2. That my residence/house is not within the distance of 40 km from MDU Rohtak.
- 3. That if I am found guilty of breaking any of the hostel rules, regulations, involved in any act of damaging hostel property, indiscipline, rowdyism, abetting or being part of a conspiracy to promote / participate in anti-national activities, my hostel admission be cancelled without any notice and refund of security etc. will be forfeited.
- 4. That I shall not allow anyone else to stay in my room and if anyone else is found living in my room without permission, my hostel admission be cancelled immediately without any notice and refund of security etc. will be forfeited.
- 5. That I shall deposit the hostel dues, mess dues etc. well in time. If I get some job or take up any other gainful employment, professional work/assignment or get admission in some other institution I shall immediately inform the hostel authorities and vacate the room otherwise hostel accommodation be cancelled without any notice and refund of fee, security etc.
- 6. That I will vacate the hostel during summer vacation for repair, white wash and other works of maintenance.
- 7. That I will vacate the hostel immediately as and when required by the University Authorities.
- 8. That if I am found to be involved in any such activity which is against the rules and regulations MDU, Rohtak. I shall solely be responsible and shall be ready to bear the consequence as per MDU, Rohtak and hostel rules.
- 9. That I was resident of Hostel No _____ Room No. _____ in the session _____ and no action was taken against me for violating any directions/orders/rulesand nor I was found lacking in terms of conduct while staying in the hostel.

Declared this _____ day of _____ month of _____ year.

Signature of the Student Name:

Counter Signature of Parent/Guardian





