



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

The Director, IHTM
M. D. University,
Rohtak.

Subject: - Portal of "Hostel Module" Open for Hostel admissions in the Boys Hostels for the session 2025-2026 for 1st Semester students of BBA (H&SM) 2 Year programs only.

Sir,

It is bring to your kind notice that the Portal of "Hostel Module" Open for Hostel admissions in the Boys Hostels for the session 2025-2026 for 1st Semester students of BBA (H&SM) 2 Year programs only.

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>). Processing fee ₹ 110/- for online application for hostel admission till last date will be charged while after last date processing fee ₹ 220/- will be payable.
 - (i) Each Student has to upload two residential proof documents while filling up the Hostel Admission Form—one from each of the following categories:
 - (a) Aadhar Card/ Voter ID, Driving Licence, Ration Card, or Passport (**mandatory**)
 - (b) For Haryana residents: Parivar Pehchan Patra (PPP); for others: Domicile/Resident Certificate issued only by the DC, DM, SDM, EM, Tehsildar, or Naib Tehsildar or valid Visa for foreigners (**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) Students are permitted to use **two-wheelers only**. Those opting to bring a two-wheeler must provide vehicle details and upload a copy of the **Vehicle Registration Certificate** or their **Driving Licence** while filling up the Hostel Admission Form.
 - (v) After completing the registration, students should **take a printout of the application form** and **submit it to the concerned Department/Institute** for the preparation of the merit list.
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.

• 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.
 - 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 University Teaching Departments/Institutes 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.

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

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 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. **The HODs/Directors must verify the students' residential proof documents before finalizing the merit list.**

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. Open to fill up online Hostel Application Form: From 02.09.2025 to 03.09.2025 at 11:59 am.
2. Receipt of the Merit List of Admitted Students from the HOD's/Director's: 03.09.2025.
3. Display of Merit List in concerned Hostel and enable the link for online Hostel fee payment: 04.09.2025
4. Payment of Hostel Fee (**Online Mode Only Boys**): 04.09.2025 to 08.09.2025
5. Date of Allotment of Hostel Rooms: 04.09.2025 to 08.09.2025

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

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

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/25/6900-6904

Dated: - 29.08. 2025

Copy to:

1. Warden BH-03 for Information and necessary action.
2. Director, U.C.C. requested to upload on the University website and direct the concerned officials for necessary action.
3. OSD to Registrar & V.C. for kind information of the Registrar and the Vice-Chancellor.

Chief Warden (Boys) 29.08.25



MAHARSHI DAYANAND UNIVERSITY

Rohtak-124001, Haryana (INDIA)

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

'A+' Grade University Accredited by NAAC

USER MANUAL (For Fresh Students) 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.)

The screenshot shows the Student Portal login interface. A yellow arrow points from the 'Old Students (With MDU Registration No.)' radio button to the 'Special Chance Notification' section on the left. A blue arrow points from the 'Reappear/Improvement Schedule' link in the left sidebar to the 'Registration No./Student Id/Samarth Form No' text box. The login form includes fields for 'Registration No./Student Id/Samarth Form No' and 'Password', a 'Login' button, and a 'Forgot Password' link. A red button at the bottom left says 'Create Your Account (Old Students with MDU Registration Number)'.

3. Enter Your **Registration No. (Received from Your Concerned Department)** in Text Box .

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4. **Password** will be your Date of Birth e.g. if the **Date of Birth** is 29th May 2001 than the password will be 29052001 (DDMMYYYY format).

Welcome Back

Login As

☒ Old Students (With MDU Registration No.)

☐ Admin

Registration No./Student Id/Samarth Form No

Password

Login

Forgot Password

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.



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.

Address Details

Permanent Address Section

Email

complicatedakshay@gmail.com

Mobile

9671747093

Address

VPO : NEOLA

State

HARYANA

District

JHAJJAR

Pincode

124109

☒ Click on checkbox if your correspondance address is same as permanent address

Correspondance Address Section

Mobile

9671747093

Address

VPO : NEOLA

State

HARYANA

District

JHAJJAR

Pincode

124109

Update and save

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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.

Biometric

Important Instructions: Images are allowed only in .jpg or .jpeg format.

Upload your image* (size should be between 30KB and 100KB)

No file selected.

Upload your signature* (size should be between 10KB and 100KB)

No file selected.

Upload your left thumb impression* (size should be between 30KB and 100KB)

No file selected.

Select and upload scanned identity proof (with address)*(size should be between 50KB and 120KB)

No file selected.

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

Social

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

Identity *

Voter Card

Social Category (Not applicable for Seat Allotment Reservation Category) *

Select Category

Save and Continue

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

[Your Registration No. is not generated yet !] User Id: 729465 & Name: SANKET & Category: & Eligibility Status: Not Defined

Please Enter your 10th AND 12th details only to proceed further, if already then please ignore this!

Add Qualification	Level	Board/Chiv.	Subjects/Program Name	Roll No	Registration No./Enrollment No.	School/College	Year of Passing	Marking Scheme	Obtained	Out of	Percentage	Result Status
No data to display												

After saving your educational details please hit/click Refresh Menu as shown below also. You will see many options including



After Refreshing Menu you will be able to see option for applying hostel application form as highlighted below also



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

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1. Step-1: Apply For Hostel

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

1.1 Then Select Your Deptt/Institute, Course and Semester

STEP-1: APPLY FOR HOSTEL

STEP-2: GUARDIAN DETAILS (MANDATORY FOR GIRLS)

STEP-3: PAY FEES FOR APPLY OF HOSTEL

Registration Form For Hostel Accomodation

Select Department*

--Select Department--

Select Course *

--Select Course--

Select Semester *

--Select Semester--

1.2 Then Upload Your Photo (Choose Your Photo then Click on Final Upload Button)

Recent Passport Size Photo*

Upload Photo

JPG, JPEG, PNG • Max 1MB

Final Upload

Recent Passport Size Photo*

Upload Photo

JPG, JPEG, PNG • Max 1MB



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1.3 Then in Complete Address – Search For Your Residence Address (Location) and Click on Get Distance Button

Complete Address *

Map

Satellite

Search for a location



Get Distance

Address * Distance *

JM43+5GR, Bhatti Gate, Jhajjar, Jhajjar, Jhajjarrural, Haryana 36.9 km

1.4 Then Fill Father's Contact Number and Guardian's Address

Father's Contact Number *

Father's Contact Number

Guardian's Address

Guardian's Address

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

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

Previous Hostel Details *

Previous Hostel details (Hostel name, Room No)

1.6 Then Upload Two Residential Proof Documents

- 1.6.1 Aadhaar Card, Voter ID, Driving License, Ration Card, Passport
- 1.6.2 For Haryana Residents – PPP (Family) ID and for Others – Domicile/Residence Certificate

Select 1st Address Proof*

Aadhar Card

Government ID Proof *



Upload First Address Proof

JPG, JPEG, PNG • Max 1MB

 Final Upload First Address Proof

Select Second Address Proof*

Family Id (PPP)

Residence Proof*



Upload Second Address Proof

JPG, JPEG, PNG • Max 1MB

 Final Upload Second Address Proof

1.7 If You want to keep Vehicle (Only Two Wheelers) in Hostel, Please tick the option and provide vehicle details for Vehicle Pass

Then Submit Your Form

If You want to keep Vehicle (Only Two Wheelers) in Hostel, Please tick the option and provide vehicle details for Vehicle Pass



Vehicle No. *

Vehicle No.

Vehicle Name *

Vehicle Name (ex:Hero Splendor, Bajaj Pulsor)

Driving License*



Upload Driving License

JPG, JPEG, PNG • Max 1MB

Vehicle Registration Certificate (RC)*



Upload Vehicle RC

JPG, JPEG, PNG • Max 1MB

 Final Upload Driving License

 Final Upload Vehicle RC

SUBMIT

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2 Step-2: Guardian Details (Mandatory For Girls)

2.1 Fill Your Guardian Details with Your Guardian Image and Identity Proof

Guardian Details Section For Hostel Accomodation

Name of Guardian*

Guardian Name

Relation with Guardian*

Relation With Guardian

Guardian Contact No.*

Guardian Contact No.

Guardian Contact Email*

Guardian Contact Email

Upload Guardian Image*

Upload Guardian Image

JPG, JPEG, PNG • Max 1MB

Final Upload

Select Identity Proof To Upload*

--Select Identity Proof--

Additional Information(If any)

Additional Information(If any)

SUBMIT

3 Then Click on Undertaking Check Box and Click on **Confirm and proceed to make payment** button to pay fee

Payment Details

Fee:

₹ 110

Total Fees:

₹110

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

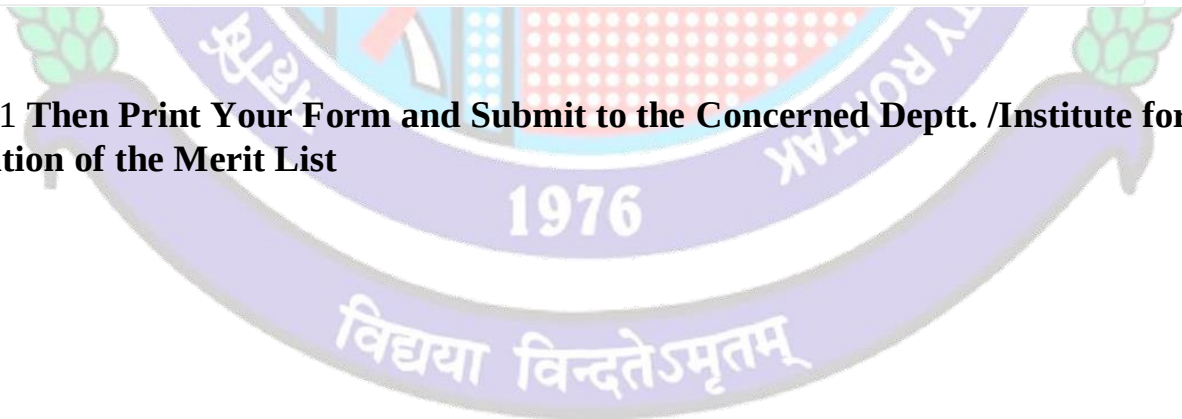
☐ authorities.

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!

3.1 Then Print Your Form and Submit to the Concerned Deptt. /Institute for the preparation of the Merit List



4. If The Deadline for Hostel admission for your course has passed then Apply with Delay fees

Fee Payment Section For Hostel Accomodation

The deadline for hostel admission for your course has passed. If you still wish to apply, you must first apply for condonation of delay and obtain permission from the Chief Warden before proceeding with the fee payment.

आपके पाठ्यक्रम के लिए हॉस्टल में प्रवेश की अंतिम तिथि समाप्त हो चुकी है। यदि आप अभी भी आवेदन करना चाहते हैं, तो आपको पहले विलंब माफी (Delay Condonation) के लिए आवेदन करना होगा और शुल्क भुगतान से पहले Chief Warden से अनुमति प्राप्त करनी होगी।

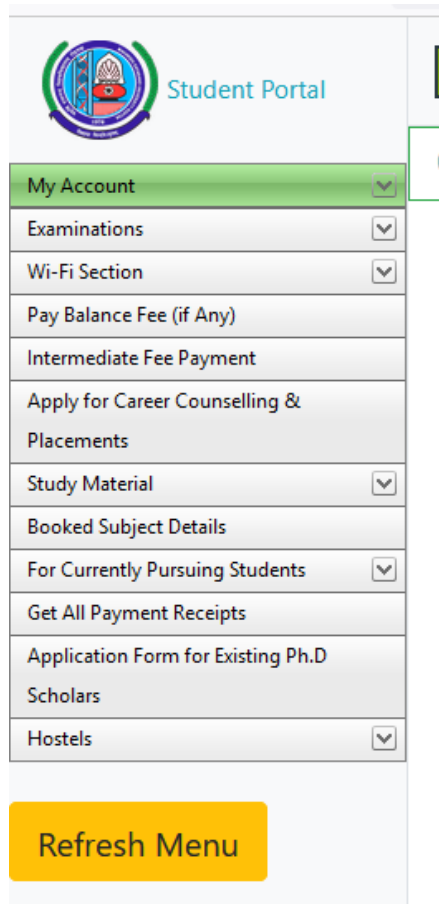
APPLY WITH DELAY FEES

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

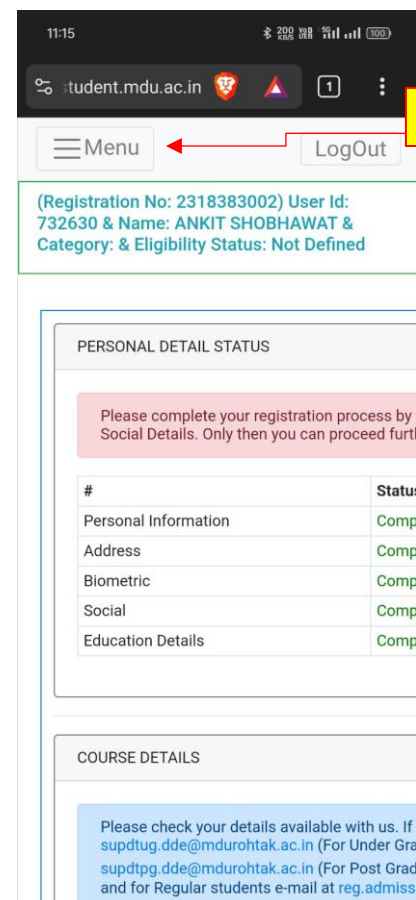
User Manual for Hostel Related Payments

Visit <https://student.mdu.ac.in/index> and Login using your details

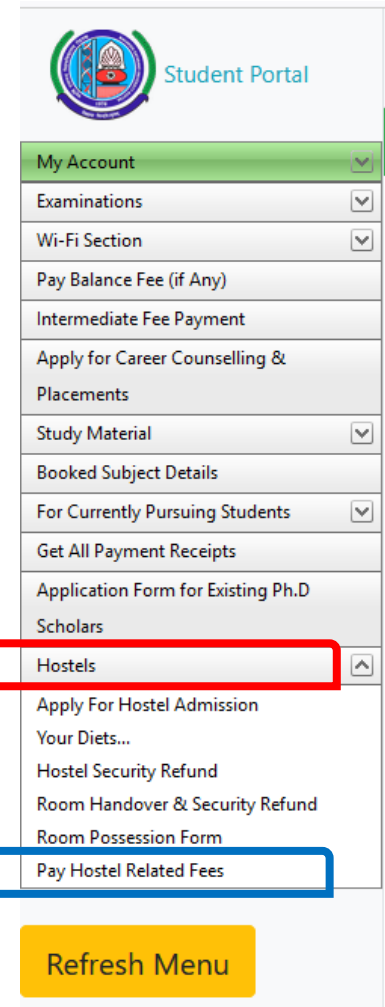
Laptop/PC



Mobile



Click on Menu



For making payments Click on Pay fee Button Available in each row of payments

Laptop

d: 732630 & Name: ANKIT SHOBHAWAT & Category: & Eligibility Status: Not Defined

Pay Hostel Fees

PAY FEES

CHECK TRANSACTION STATUS

Print Application Form will only be available after payment of fees

Stu Id	Session Name	Hostel Name	Fee Type	For Month	Amount	Merchant Order Number	MID	
732630	July-2024	NEELKANTH (BH-8)	Room Allotment	0	16770	SBIRA25071107326301201	1002892	Pay Fees

Mobile

11:16            

 Menu 

(Registration No: 2318383002) User Id: 732630 & Name: ANKIT SHOBHAWAT & Category: & Eligibility Status: Not Defined

Pay Hostel Fees

PAY FEES

CHECK TRANSACTION

Print Application Form will only be available after payment of fees

Stu Id	Session Name
732630	July-2024

11:16 5G 92% 98% 100%

Menu LogOut

(Registration No: 2318383002) User Id: 732630 & Name: ANKIT SHOBHAWAT & Category: & Eligibility Status: Not Defined

Pay Hostel Fees

CHECK TRANSACTION STATUS

Application Form will only be available after payment of fees

	Session Name	X
30	July-2024	...

11:16

12.0 MB

100%

100%

100%

100%

100%

Pay Hostel Fees

CHECK TRANSACTION STATUS

Application Form will only be available af

	Session Name
732630	July-2024

ime: NEELKANTH (BH-8)

7: 0

Order Number: SBIRA25071107326301203

Pay Fees

Scroll right to left and click on 3 dots in front of row and then Pay fees

- Click on Pay fee button and then Choose payment options and make your payment
- Do not refresh any page while making payments
- Wait for 5 mins in case of payment failures before making it again
- Prefer Laptop/PC for smooth experience for making payments

Pay Fee For Room Allotment

Amount : 16770 Rs

Fee once paid will not be refunded in any case, except for multiple payment for a program (transaction failure).

Close Pay Fees

CHECK TRANSACTION STATUS

Application Form will only be available after payment of fees

Session Name	Hostel Name	Fee Type	For Month	Amount	Merchant Order Number	MID	
July-2024	NEELKANTH (BH-8)	Room Allotment	0	16770	SBIRA25071107326301201	1002892	Pay Fees

SBlePay

As per RBI Guidelines all cards (physical and virtual) shall be enabled for use only at cont

Payment Details

Debit/Credit Card

Internet Banking

UPI

NEFT

Please ensure that your card is enabled for online (E-Commerce) transactions
कृपया सुनिश्चित करें कि आपका कार्ड (ई-कॉमर्स) लेनदेन के लिए सक्रम है

Card Number

Name of the card holder

Expiry Date/Valid Thru

CVV/CVC 4-DBC

Use your GSTIN for claiming input tax (Optional)

Pay Now

Cancel

Order Summary

Kindly note Order No.

Order No.:
SBIRA25071107326301201

Merchant Name:
Maharshi Dayanand University

Amount: 16770.00

Processing fee:

GST:

Total:

APM ID: PG_TRANS_396

You can check the transaction status using the following link - [Click Here](#)

RuPay MasterCard Verified by VISA

- In case of payment failure Click on Check Transaction Status tab button and check each payment and its status

Pay Hostel Fees

1

PAY FEES

CHECK TRANSACTION STATUS

Check Transaction Status

Session Name	Hostel Name	Fee Type	For Month	Posting Amount	Merchant Order Number	Transaction Date	
July-2024	NEELKANTH (BH-8)	Room Allotment	12	16770.00	SBIRA25071107326301201	Nov 25 2024 9:47AM	Check

3

FAIL

Close

Pay Hostel Fees

PAY FEES

CHECK TRANSACTION STATUS

Check Transaction Status

Session Name	Hostel Name	Fee Type	For Month	Posting Amount	Merchant Order Number	Transaction Date	
July-2024	NEELKANTH (BH-8)	Room Allotment	12	16770.00	SBIRA25071107326301201	Nov 25 2024 9:47AM	Check

- After Making successful payments you can check your receipt by clicking the button in Side menu/menu
- Get All Payment Receipt

Student Portal

My Account

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

Application Form for Existing Ph.D Scholars

Hostels

Refresh Menu

VERIFIED & SECURED

Good Morning, ANKIT

(Registration No: 2318383002) User Id: 732630 & Name: ANKIT SHOBHAWAT & Category: & Eligibility Status: Not Defined

Print Your Receipt for Amount you have Paid till now.

Enter text to search...

#	Application Name	Course Name	Semester	Session	Transaction Date & Time	Transaction Id	Voucher Id	Transaction Amount	Receipt
	Reappear	M.TECH (COMPUTER SCIENCE & ENGINEERING)	1	July-2024	15/10/2024	1853733	110732630000330016	1650.00	view Receipt
	Hostel Fees Mess Dues	M.TECH (COMPUTER SCIENCE & ENGINEERING)	1	July-2023	14/05/2024	31382	73263025074931382	3098.00	view Receipt
		M.TECH (COMPUTER SCIENCE							

- For any issue related to
 - 1. Payment Successful but not showing : Check status using the process described before
 - 2. Multiple Payments or Showing Failure but money got deducted : write a mail to hostelsupport@mdu.ac.in and chiefwarden.boys@mdu.ac.in stating your issue and suitable screenshots



MAHARSHI DAYANAND UNIVERSITY
Rohtak-124001, Haryana (INDIA)
(A State University established under Haryana Act No. XXV of 1975)
'A+' Grade University Accredited by NAAC

Print Receipt

Student ID: 732630

Student Name: ANKIT SHOBHAWAT

Application Name : Hostel Fees Mess Dues

Semester : 1

Address: V.P.O. - Rajgarh

City: BHIWANI (127021)

State : HARYANA

Voucher ID : 73263025074924552

Transaction Date & Time : 07-03-2024 12:50:48

Registration No: 2318383002

Father Name : NARESH KUMAR

Course : M.TECH (COMPUTER SCIENCE & ENGINEERING)

Session : July-2023

Contact No: 8168369580

Transaction ID :24552

Amount Paid : **₹3,028.00**

Print