

## HOSTEL ADMISSION FORM

Form No \_\_\_\_\_

Date \_\_\_\_\_

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Applicant's Name \_\_\_\_\_ Ph. No \_\_\_\_\_

Gender \_\_\_\_\_

Blood Group \_\_\_\_\_

Father's/Guardian's Name \_\_\_\_\_ Ph. No \_\_\_\_\_

Department \_\_\_\_\_

Year/Course of Study \_\_\_\_\_

Permanent Home Address \_\_\_\_\_  
\_\_\_\_\_

Local Guardian's Name \_\_\_\_\_ Ph. No \_\_\_\_\_

### Guardian's Declaration

I, \_\_\_\_\_ certify that my son/daughter/ward \_\_\_\_\_ is applying for Hostel accommodation in **Shong Suk**, and that I shall be responsible for all hostel dues and for any emergencies that may arise with regard to my son/daughter/ward.

Father's/Mother's / Guardian's Name \_\_\_\_\_

Signature \_\_\_\_\_

### Student's Declaration

I, \_\_\_\_\_ request you to admit me to the Hostel. I will strictly abide by the rules and regulations of the Hostel, failing which the hostel authorities may take appropriate action against me, including expulsion from the Hostel. I agree to maintain a cordial relationship with my co-boarders, and staff of the hostel to ensure a peaceful and harmonious living atmosphere.

Applicant's Name \_\_\_\_\_ Signature \_\_\_\_\_

## **About the Hostel:**

### **SHONG SUK HOSTEL**

**Shong Suk** provides hostel facilities for boys and girls students and research scholars of MLCU. It is centrally located and the buildings for the boys and girls hostels are within a spacious and exclusive compound which ensures a quiet and peaceful retreat from the hustle and bustle of the city. It strives to provide a comfortable and homely stay for the students. It also endeavors towards the holistic growth of the students. To this end, strict study hours will be maintained to ensure their academic growth. Games, sports and other activities will be introduced to ensure their social and physical health, and discipline will be strictly enforced to help students inculcate a healthy and disciplined lifestyle. Opportunities for advancing their leadership qualities will be introduced, and activities that ensure the spiritual growth of the students will be made a part of the daily routine. The entire complex would be Wi-Fi enabled for the convenience of the students.

#### **Facilities:**

- \* 24 hours guaranteed electricity
- \* Hot and cold running water
- \* Wi-Fi during restricted hours
- \* Doctor on call
- \* Spacious outdoor area
- \* Regular sessions with qualified counselors on request
- \* Daily newspapers and infotainment magazines
- \* Shared computers with printer facility

## **Fee Structure**

**Admission Fees-** Rs. 3000/-

**\*Caution Deposit** (Refundable) – Rs. 5000/-

### **Annual Fees-**

Medical fees- Rs. 500/-

Newspaper and magazine fees- Rs. 300/-

Annual electricity fees- Rs. 2000/-

Computer and Wi-Fi charges- Rs 700/-

General maintenance charges - Rs. 1500/-

Student Welfare Fund- Rs. 500/-

**Total Annual Fees-** Rs. 5500/-

**Monthly mess fees-** Rs. 3000/-

**\*\*Monthly room rent** - Rs. 3000/-

\*Caution Deposit is refundable only after completion of full Academic year.

\*\*Any hosteller leaving in between the academic year (between August to July) will have to clear the room rent for the remaining months of the academic year.

**Address:** Upper Nongrim Hills, Opposite NEC Gate, Shillong 793003

## **RULES AND REGULATIONS**

1. The complex is a tobacco free zone. Hostellers are forbidden to use any tobacco product.
2. Hostellers are forbidden to consume alcohol.
3. Girls are not allowed to enter the boys hostel and vice versa
4. No outsider will be permitted to enter the hostel buildings without specific permissions.
5. Hostellers are required to be in the hostel by 6.00 PM every day, except with prior permission under special circumstances.
6. Hostellers are encouraged to maintain regular study hours from 7.30 PM to 10.30 PM
7. Hostellers are required to look after the facilities provided to them. Any damage will be recovered from the hosteller concerned.
8. Hostellers are required to take part in all common activities in the hostel.
9. Hostellers are required to take care of their personal belongings. The management will not be held responsible for any loss or damage.
10. Hostellers are responsible jointly, and individually, for maintaining cleanliness and aesthetics within the hostel complex.
11. Hostellers are required to maintain discipline and decorum at all times, and to maintain a harmonious relationship with fellow hostellers and the staff of the hostel.
12. Any complaints should be brought to the attention of the management at the earliest.
13. There is a zero tolerance policy for sexual harassment, bullying and ragging. Any hosteller caught indulging in any of these activities will be immediately expelled.
14. Any hosteller who has to be expelled for any reason will have to clear all dues till the end of the particular academic year.
15. Monthly fees have to be paid by the 10<sup>th</sup> of every month, failing which a late fee of Rs.100/- per day will be levied.