

Lovely View Hostel (LV Hostel)
Plot No. 33, Simer Estate, opposite Lovely Professional University,
NH-1 – Phagwara (Punjab)

Application form for Hostel Admission

Name of the Applicant:

Mr.

(In BLOCK LETTERS)

Permanent Address of Father/Guardian: (Addressed Proof Required)-Attached

Name.....

Village. /Town/Area.....

P.O.....

P.S.....Dist.....State.....

Pin.....Telephone No/Nos.

Present Address of Father/Guardian:

Name.....
.....

Vill/Town/Area.....

P.O.

P.S.....Distt.....State.....

Pin.....Telephone Nos. Land line with code.....

Mobile.....

E.mail ID

(Signature).....Date.....

DECLARATION BY THE APPLICANT

I hereby submit myself to the disciplinary jurisdiction of the authorities of Lovely View Hostel. I shall neither myself indulge nor instigate any of hostellers in ragging or create any nuisance to the academic atmosphere of the Hostel. In case of any act of misconduct on my part or any disciplinary proceedings against me, the Hostel Authorities have the freedom to inform my parents/guardian and take disciplinary action against me including lodging FIR with the Police.

I declare that the information given above is correct and complete to the best of my knowledge. If any of the above information is found to be incorrect, or in case of not fulfilling the above declaration and undertaking, my admission to the Hostel will be liable to be cancelled and / or I shall be liable to disciplinary action as may be decided upon by the Hostel Management.

I shall abide by the hostel rules and orders of Lovely View Hostel.

Signature of Applicant

Date..... Date.....

ADMITTED

Date.....

Allowed in Room No.....

Date.....

Affix Passport sized recent Photograph (Hosteller)

Signature

Terms & Conditions:

1. Rooms allotment will be on first-cum-first serve basis.
2. **Hostel fees, once paid, will not be refunded under any circumstances.**
3. Hostel Fee per the Tariff rules. Fresh hostellers are required to pay the hostel fee at the time of joining.

HOSTEL RULES AND REGULATIONS

1. **Hostel accommodation will be provided only to those studying in Lovely professional University.**
2. At the time of admission to the Hostel, proof of admission in Lovely Professional University / Hostel Management/Warden is necessary.
3. Hostelries should abide by the rules and regulations of the hostel.
4. **Hostel Fee shall be collected as per the “Tariff Rules”. In case the Hostel Fee along with fine are not paid by the due date overstay shall be treated as unauthorized occupation of the room and it will be charged Rs.200 per day.**
5. **Hostel authorities reserve the right to increase hostel fees at any time without Notice.**
6. **Those who withdraw from the hostel in the middle of the academic year cannot claim refund of the hostel fees.**
7. Visitors will be allowed only on 2nd & 4th Sunday of every month 9 a.m. to 12 noon.
8. Visitors must sign in the visitors register and should show the ID card before they meet their wards.
9. Visitors are not allowed to enter the hostel and talk with other inmates.
10. Whenever the hostellers go out they must strictly adhere to the time of return.
11. Hostelries are not allowed to wear night dress outside the hostel campus.
12. Hostellers who violate any of the above rules and regulations will be fined severely and expelled from the hostel.
13. Hostellers reside in hostel shall vacate rooms on the day following the last day of the term of College or Hostel Management/Warden examination.
14. No Hostellers shall be absent from the Hostel without the prior permission of the Warden.
15. Hostellers who discontinue for their studies in the middle of the session are required to hand over their rooms immediately to the Warden.
16. No hostellers should entertain unauthorized guest.
17. The Hostel Warden/ Authorities reserve the right to deny entry into the Hostel to visitors if their visit is likely to disturb the peace and order of the Hostel.
18. All Hostellers shall be responsible for the furniture and fittings of the rooms allotted to them and in case of any loss or damage to the furniture, the hosteller will be charged for the loss. .
19. The Warden/Hostel Authorities reserve the right to take disciplinary action including cancellation of allotment of accommodation the hostellers, for violation of Hostel rules.
20. The Hostellers are not allowed to remove any property from the Hostel Premises to their own rooms.
21. Use of any unauthorized electrical gadgets is not permitted in the rooms. Any tempering with electrical fixtures will be treated as will full damage to the Hostel property. Necessary action will be taken as decided by the Hostel Authorities.
22. Every Hosteller will be supplied one electric bulb at the time of admission to the Hostel; replacement of the bulb if necessary will be at the expense of the Hosteller.
23. Under no circumstances, private preparation of food in their respective rooms shall be permitted.
24. No extra electric appliance other than Computer and laptop will be allowed in the Hostel premises.

Hostellers should bring list of articles at the time of joining that is:

- (i) Blanket & Quilt
- (ii) Two bed sheets
- (iii) Pillow with pillow cover
- (iv) Plastic bucket with mug
- (v) Stationary items
- (vi) Wrist watch with a second hand
- (vii) Black full sleeves sweater
- (viii) White stockings.
- (ix) Rubber slipper.

- (x) Lock for the room.

- (xi) Basket and mug.

- (xii) Toiletries and other consumables.

Payment of Hostel Tariff/Dues:

At the time of making any payment by the Hostetler, he should get receipt for the amount paid by him. No payment dispute will be entertained without proper receipt.

Lovely View Hostel (Tariff Rules)

Plot No. 33, Simar Estate, Opposite Lovely Professional University
NH-1, Jalandhar- Phagwara Highway

Upper Ground Floor	Rs.2200/- per month per student (Room Rent only) + Electricity Charges
Lower Ground Floor	Rs.2000/- per month per student (Room Rent only) + Electricity Charges

Incentive Scheme: The incentive will be paid at the time of payment in the following manner:

10% to those who pay the room rent for 10 months at a time

5% to those who pay the room rent for 5 months at a time

3% to those who pay the room rent for 3 months at a time

Remarks:

1. The above tariff does not include the Mess Charges. The mess charges shall be payable directly to the Mess Contractor. The efforts are being made to serve variety food to the students and the students will make payments only for the consumed/ purchased items.
2. Rooms fitted with AC are also available by choice. Those who want AC rooms will have to pay extra as per rules plus Electricity charges.
3. WI Fi system is installed in the Hostel Premises. Down loading will be on payment system as decided by the Management from time to time.

Electricity Charges: Electricity Charges will be payable by the students every month. Separate Electricity meter is fitted with each room. The occupants of each room will ensure initial reading of the electricity meter in the beginning and also at the end of each month and tally with the reading maintained by the Hostel Warden/Manager. No dispute will be entertained on this issue. The Electricity Charges shall be payable by the students on the average rate as charged by Punjab State Power Corporation Limited (PSPCL).

Payment Schedule:

Single Instalment:

First Payment will be made at the time of Joining. For subsequent months payments will be made by the students by 7th of each month in advance. Those who want to avail incentive scheme as mentioned above, all payments such as three monthly and five monthly as the case may be shall be payable by 7th of the starting [period as the case may be, In case those who want to avail 10% incentive will have to pay total rent at the time of joining.

Penalty Clause:

For every single day delay in payments, a penalty of Rs. 100/- per day will be charged.

Miscellaneous:

If a student occupies a room for part of the month, he will be liable to pay rent for the whole month. No part or proportionate payment will be allowed. However part/ proportionate payment will be allowed only at the time of joining.

HOSTEL MANAGEMENT

1. Every hosteller should stay in the accommodation allotted to him. He will not be allowed to change the accommodation once allotted without written permission of the Warden.
2. The hosteller should check the fittings in his room at the time of occupation. If there is any deficiency or inadequacy, it should be brought to the notice of the hostel Warden. He shall be responsible for the fittings and shall see to it that they are in order at the time of handing over charge of the room when he leaves the hostel.
3. The hostellers will be at liberty to choose his room partner. The Warden will however try his best to make such adjustments.
4. It is advisable for the hostellers to use mosquito nets, since malaria is endemic.
5. Cleanliness of the room is to be maintained by the hosteller himself.
6. Any hosteller should not enter the rooms of others who are not in their rooms.
7. Use of electrical appliances like heaters, hotplates, etc, in the hostel rooms is strictly prohibited. Defaulters will be fined heavily besides disciplinary action.
8. Hostellers must not keep valuable in their rooms. Extra money must be deposited in the post office/savings bank account. They should lock their rooms properly when they go out for bath etc.
9. The hostellers himself will be responsible for all of his belongings. The Hostel Authorities will not be responsible for any loss incurred due to his negligence or any other reason whatsoever.
10. No one should use the belongings of other hostellers without their consent.
11. Employment of a private servant is not allowed in the hostel.
12. Hostellers will carry their identity card whenever they go outside the Hostel premises especially at night.
13. Visitors are not permitted to stay in the hostels after 9 p.m.
14. Male Guests of hostellers can stay with them only after obtaining written permission of the Warden and under no circumstances for more than two days.
15. Hostellers shall not leave the hostel for out-of station visits without prior written permission of the Warden. Absence from hostel without permission will be viewed seriously.
16. A hosteller shall not hand over the keys of his room to any other hosteller person except the warden of the hostel.
17. The Warden or a Management nominee can inspect the room of any hosteller at any time.

18. Ragging is strictly prohibited.
19. Hostellers are not allowed to keep weapons including NANCHAKOO etc. in their possession in the hostel.
- 20. Consumption of Liquor, beer, gutkha, paan, panan masala, prohibited drugs etc. and smoking are strictly prohibited in the hostel. Defaulters will be fined heavily and will be liable for disciplinary action which will include heavy fine and expulsion from the Hostel.**
21. Spitting and littering in the Hostel premises will be liable to fine of Rs. 200/- and Rs. 500/- on repetition.
22. It has been observed that the college hostellers by virtue of their numerical strength are sometimes involved in cases of physical violence or nuisance at public places and the Hostel Premises. In all such cases the Hostel Management is not legally bound to defend any hosteller or to take bail etc. If the necessity arises, the Hostel Management may inform the guardian/parents and Police if the hostellers involved in such incidents. The responsibilities of defending the cases will be entirely of the concerned hostellers. Hostellers shall be responsible for their actions. No hosteller shall be above the law. The hostel cannot be considered as a hiding place for miscreants. The police authorities have the right to enter the campus, detain or arrest anyone depending upon the severity of the offence. Parents are especially requested to guide their wards so that they don't indulge in any physical violence.
23. Water and electricity are becoming very scarce and therefore Hostellers are advised that lights, fans and taps should be switched off when not in use, in order to avoid penal action.
24. Any damage to the Hostel property will be compensated by the hosteller.
25. In case of indiscipline in the hostel, after enquiry hosteller may be asked to vacate the hostel immediately.
26. The management has the right to revise rules & regulations from time to time.

Canteen Facilities:

The Management will provide space for the Canteen/Mess. This Canteen/ Mess will be managed through a Contractor. The students will pay directly to the Canteen/Mess contractor for the food items taken.

General:

1. In the hostel, male friends, male relatives, and parents are permitted to enter the hostel provided the hosteller has informed the security guard and Warden on duty and made an entry in the security register.
2. For stay of overnight of guests, hostellers have to seek written permission of the Warden. Guests are permitted to stay for short periods in hosteller rooms at a nominal charge.

NORMS OF LIVING :

- i. No Hostellers shall be absent from the Hostel without the prior permission of the Warden concerned.
- ii. Hostellers who discontinue for their studies in the middle of the session are required to hand over their rooms immediately to the Warden.
- iii. All hostellers are required to surrender their rooms to the Warden within three days after the final examination of the course is over.
- iv. No hostellers should entertain unauthorized guest.
- v. The Hostel Management/Warden reserves the right to deny entry into the Hostel to visitors if their visit is likely to disturb the peace and order of the Hostel.
- vi. Hostellers (except for Ph. D.) are permitted to stay in the Hostel Management/Warden during the academic session only, and are to vacate their rooms during the vacations unless there is special permission of the Warden.
- vii. All Hostellers shall be responsible for the furniture and fittings including electrical fittings of the rooms allotted to them and in case of any loss or damage to the furniture/fittings the amount of damage will be charged from the student.
- viii. Hostel Management/Warden reserves the right to take disciplinary action including cancellation of allotment of accommodation the hostels, for violation of Hostel rules.
- ix. The Hostellers are not allowed to remove any property from the dining room, common he visitor's room to their own rooms.
- x. Use of any unauthorized electrical gadgets is not permitted in the rooms. Any tempering with electrical fixtures will be treated as will full damage to the Hostel property. Necessary action will be taken as decided by the Hostel advisory Committee.
- xi. Every Hosteller will be supplied with one cot, one reading table and one chair by the Hostel Management/Warden. He/ will be supplied one 40W/230/250V) electric bulb at the time of admission to the Hostel, **replacement of the bulb if necessary will be at the expense of the Hosteller/ student.**
- xii. In case of any violation, disciplinary action will be taken by the Hostel Management.