



Government of West Bengal
Institute of Post Graduate Medical Education & Research
244 Acharya J. C. Bose Road, Kolkata – 700020



Application for Hostel Accommodation for UG students

Although this application is received by Director / Dean of Student Affairs of IPGME&R, Kolkata, the final decision regarding allotment of hostel rooms rests with the relevant Hostel Committee. The Hostel Committee reserves the right to change allotment or even to cancel allotment depending upon circumstances.

Students and guardians must agree individually to the TERMS and CONDITIONS listed overleaf to be eligible for allotment of Hostel Seat.

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passport size
photograph

The
Director / Dean of Student Affairs
IPGME&R Kolkata

Date:

Dear Sir,

With due regards, this is to inform you that I _____ have joined the MBBS course, under the West Bengal University of Health Sciences (WBUHS), in your institute on _____ (date). My academic session will be _____. The necessary admission and joining formalities have been completed. I require hostel accommodation in order to properly continue my studies. I therefore request for the same.

Yours sincerely

Student's signature (to be same as specimen signature)

Details

Name (in BLOCK LETTERS) _____ **Gender** M F **Date of birth** _____

Admission category (Tick all applicable) All-India quota State quota Round 1 Round 2 Mop-up

Student category (Tick all applicable) Unreserved SC ST OBC-A OBC-B PWD EWS

Present address: _____

_____ **Pin Code:** _____

Permanent address: _____

_____ **Pin Code:** _____

Local guardian address (if any): _____

_____ **Pin Code:** _____

Student E-mail: _____ **Mobile 1** _____ **Mobile 2** _____

Contact for emergency communication (Name / Relation / Mobile)

Photocopies to be attached: 1. Photo ID proof: Voter Card AADHAR card 2. Domicile Certificate

This box for office use only

Decision APPROVED KEPT PENDING AT PRESENT NOT APPROVED

Comments

Superintendent
UG Boys Hostel / UG Girls Hostel



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Terms and Conditions for Hostel Accommodation

IPGME&R accommodates a large section of its MBBS students in hostels. We want that the hostel stay should be smooth and enjoyable for all boarders – existing and new. Therefore, **no student will stay in the hostel without official allotment** and certain **DO's and DON'T's must be followed**. These are listed below and the applicant and his / her guardian must individually agree to all these terms and conditions. If you indicate that one or more items are not to your liking, your application will be REJECTED.

SN	Item	I agree	I do not agree
		Indicate your choice by ticking	
1	It is expected that all boarders follow accepted norms of moral and decent behavior. I will do the same. Antiragging regulations in force on the campus are applicable to all hostel premises and I will abide by the same.	<input type="checkbox"/>	<input type="checkbox"/>
2	Hostel security staff has the mandate to regulate entry / exit at all hours and to check identity. I will cooperate with security staff on duty and produce official identity card, when required, during entry or exit.	<input type="checkbox"/>	<input type="checkbox"/>
3	Hostel seat will be allocated to me on the understanding that I require the same to continue my studies / duties. If I am absent from the hostel for a prolonged period, without valid reason, my allotment can be cancelled by the Hostel Superintendent / Committee.	<input type="checkbox"/>	<input type="checkbox"/>
4	The hostel seat allocated to me is non-transferable i.e. I cannot let another student / intern / housestaff / postgraduate trainee / doctor / other person use my seat, even temporarily. If I allow another person to use my seat, my allotment can be cancelled by the Hostel Superintendent / Committee.	<input type="checkbox"/>	<input type="checkbox"/>
5	Hostel seats and rooms are for use by bonafide students only. No family members (including parents, siblings, spouses), relatives, friends or acquaintances can share seats and rooms for whatever reason, including medical treatment. Any complaint received in this regard will be dealt with strictly.	<input type="checkbox"/>	<input type="checkbox"/>
6	Boys are not allowed to enter Girls Hostel and vice versa.	<input type="checkbox"/>	<input type="checkbox"/>
7	Allotment of room, furniture, mattresses, equipment shall be at the discretion of Hostel Committee. I will handle these carefully to avoid damage. I will not waste water and electricity. I will not install electrical and other appliances in my room.	<input type="checkbox"/>	<input type="checkbox"/>
8	I will not smoke / consume alcohol / indulge in substance abuse in any form in the hostels.	<input type="checkbox"/>	<input type="checkbox"/>
9	I will not indulge in any activity (e.g. playing music loudly) that may disturb my neighbors or the peaceful atmosphere in the hostels. Similarly, I will not hold functions / celebrations in the hostel (e.g. birthday parties) on a scale that may disturb others.	<input type="checkbox"/>	<input type="checkbox"/>
10	I will be responsible for the safekeeping of any cash or valuables that I choose to keep in my hostel room.	<input type="checkbox"/>	<input type="checkbox"/>
11	I will treat my roommate / fellow boarders with courtesy and, if they are in difficulty, assist them to the best of my ability.	<input type="checkbox"/>	<input type="checkbox"/>
12	I will clear hostel dues periodically (in every semester).	<input type="checkbox"/>	<input type="checkbox"/>
13	If I partake of meals / food from the hostel canteen, I will clear dues in this regard periodically.	<input type="checkbox"/>	<input type="checkbox"/>
14	If circumstances so require, the college authority will reallocate seats and hostel rooms. I will cooperate with such exercise.	<input type="checkbox"/>	<input type="checkbox"/>
15	I will not misbehave with security, caretaking and conservancy staff on duty.	<input type="checkbox"/>	<input type="checkbox"/>
16	If I face any problems related to hostel stay, including interpersonal issues, I will bring them to the attention of the concerned Hostel Superintendent. I will not resort to any unlawful, violent or indecent behavior to settle issues.	<input type="checkbox"/>	<input type="checkbox"/>
17	If I fall sick or suffer an accident, I will promptly bring this to the attention of the authority.	<input type="checkbox"/>	<input type="checkbox"/>
18	Hostel seat allotment will automatically come to an end upon completion of my tenure as student / intern. I will vacate my seat forthwith and obtain Hostel Clearance from Hostel Superintendent within 7 days of completion.	<input type="checkbox"/>	<input type="checkbox"/>
19	In the unfortunate circumstances of complaints against me I will appear before the Hostel Committee / Inquiry Committee at appointed time and place to present my viewpoint.	<input type="checkbox"/>	<input type="checkbox"/>
20	As parent / guardian I will ensure that my ward follows all applicable rules and regulations and cooperate with the institute authority at all time.	<input type="checkbox"/>	<input type="checkbox"/>

Please remember that these DO's and DON'T's are intended to make hostel stay a pleasant exercise for all boarders. What is being asked from you also applies to all other boarders. No item can be left blank. Feel free to discuss these points with your parent / guardian before you submit the application. If, for any reason, any item is not acceptable to you then we recommend that you do not seek hostel accommodation.

Student's signature with Date
(to be same as specimen signature)

Parent / Guardian's signature with Date