

Ref No: SRMUH/RO/IMO/562

Date:- Friday, December 2, 2016

From: Registrar	To: All students (Hosteller)
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Subject: Conditions for withdrawal from Hostel during the Academic Year - Reg.

The University Authorities have been receiving several applications from the student community availing hostel facilities in Parker Residency / Max Heights for discontinuation of the hostel in the middle of academic year. This issue was examined by the authorities and considering the financial liabilities / cost towards the rent for the flats and the associated overhead expenditures on the hostel, the following conditions need to be fulfilled for seeking NOC / withdrawal from hostel.

- i. For the students who informed the Warden/Manager at least two weeks before the commencement of the semester:-**

Any student wishes to withdraw from hostel before the commencement of the semester, he/she has to pay the rent and the overhead charges to the tune of ₹ 3,750/- per month i.e. on prorata basis for six months ₹ 22,500/- per student per semester.

- ii. For others who wish to apply for withdrawal from the hostel after the onset of the semester:-**

He/she should forego one full semester charges of ₹ 60,000/- i.e. Rent, Overhead and Food charges for one semester.

The above guidelines are applicable to students availing Hostel Facility at Parker Residency/Max Heights and once these students shift to University Campus Hostel, the said exemption shall be withdrawn.

This is being issued with the approval of Competent Authority.

Dr. Manish Bhalla
Registrar

Copy for information:-

- i. Hon'ble Vice Chancellor
- ii. All Directors (DOR/IEEEP/C4D/ Admission & Outreach)
- iii. All Dean's (Engg/Law/Management)
- iv. Hostel Warden/Dy. Warden
- v. Manager Finance
- vi. All Notice Boards/University Website