

Maulana Azad House

Maulana Azad House (M.A. House) is a Studio Apartment Guest House facility adjacent to the main University Guest House (Nehru House). Both these guest houses are located in the Ansari Auditorium Campus of Jamia Millia Islamia.

M.A. House has twelve studio apartments, with four apartments on each floor. Each apartment is equipped with a fridge, microwave, electric kettle, electric iron, color T.V, window A.C., heat convector, basic furniture and intercom facility. Internet facility in each apartment is available for those having their own computers. This facility has to be activated through a request for the required code from the Office of In Charge. The kitchen/living room has been provided with crockery like tea set, dinner set etc. and other such things as a guest staying for a long time period may require. Hot water is available in the bathrooms through solar heating panels installed on the roof of the building. The R.O. Facility for clean drinking water has been provided at the Common Lounge of the first floor.

Prioritized List for Occupancy

1. **MOU Visiting Faculty-** This category includes those who come to teach at Jamia through a Memorandum of Understanding (MOU) between Jamia and any other Institution.
2. **UGC Sponsored Guests-** This category would include Visiting Professors, Professor Emeritus and Visiting Fellows.
3. **JMI Appointed Faculty-** This category would include the following:
 - i. Scholars in Residence
 - ii. Adjunct Faculty
 - iii. Scholars/Experts visiting Jamia under SAP-DRS programme of any Dept. / Centre.
 - iv. Newly Appointed Faculty
4. **Visiting Scholars/Experts coming to any Centre / Dept.** as invitee/s of the said Centre / Dept.
5. **Emergency requirement of rooms occurring at the event of a major Conference/Festival being organized in Jamia.**
6. **Private Category Visitors-** This would include both short and long stay visitors. Any such visitor would require prior approval from the Vice-Chancellor.

Period of Stay Allowed

1. Unless specified, the period of stay in the M.A. House will be for a minimum of two weeks and a maximum of one year, extendable only by the approval of the Vice-Chancellor.
2. If an emergency requirement of rooms occurs at the event of a major Conference/Festival being organized in Jamia, the M.A. House apartments could be booked for short-term stay, with due approval from the Vice-Chancellor.

Charges

All guests provided accommodation at M.A. House would be exempt from paying **lodging** charges, though they would have to pay for meals, should they place an order for the same with the Kitchen of **Nehru House**.

However, certain **infrastructure facility charges** would apply to guests, which may vary according to the category under which the guest has been provided accommodation in the M.A. House.

- i. Those falling within *category 1 and 2* of the *prioritized list for occupancy* would be required to pay Rs. 1000/- per month.
- ii. Those falling within *(i) and (ii) of category 3* would be required to pay Rs. 2500/- per month.
- iii. Those falling within *category (iii) of 3* would be required to pay Rs. 3000 per month. However, minimum period of stay allowed being 15 days, they would have to pay Rs. 1500 if the said Expert/Scholar stayed for two weeks.
- iv. Those falling within *(iv) of 3* would be required to pay Rs. 2500/- per month plus HRA.
- v. Those falling within *category 4* would be required to pay @ Rs. 300/- per day. Minimum charges applicable would be for 15 days @ Rs. 300/- per day, i.e- Rs. 4500/-, which would keep enhancing @ Rs. 300/- per day henceforth. For example, a guest staying for thirty days would have to pay Rs. 9000/-.
- vi. Short-term official visitors falling within category 5 would be required to pay @ Rs. 300/- per day.
- vii. Those falling within category 6 would be required to pay @ Rs. 2000/- per day.

Other Information

Maulana Azad House is under the direct administrative control of the In Charge, who functions jointly as In Charge of Nehru House as well as M.A. House.

The Office of In Charge is located on the first floor of Nehru House and is open on all days except holidays, from Monday to Friday.

Some Important Phone Nos:

	EPABX No.	Direct Line	Fax Line
<u>M.A.House</u>			
Reception:	1972	26984185	
<u>Nehru House</u>			
In Charge:	1964		
Office:	1966		26983163
Kitchen:	1962		
Reception:	1963, 1961	26983158	