

UNDERTAKING BY THE APPLICANT

Doc - 1

(On Rs 10/- Stamp Paper)

I undertake that I shall abide by the following Code of Conduct:

1. I understand that I have been given admission in the hostel provisionally.
2. I shall not allow any unauthorized person/guest in my room.
3. I shall abide by the hostel Bye-laws/ rules, including hostel timing as per Hostel Manual as amended from time to time.
4. I shall abide by the hostel rules to take meals in the hostel mess or as per office order.
5. I shall follow all the norms and practices adopted by the hostel authorities from time to time for the efficient utilization of resources.
6. I shall accept the present condition of hostel and room allotted to me.
7. I shall not indulge in any act of indiscipline during stay in the hostel.
8. I shall regularly participate in all the Hostel meeting, committee and other culture/sports activities.
9. I shall not degrade the hostel environment.
10. I shall not cause any discomfort to my fellow residents.
11. I shall also not indulge in any discipline or misconduct within the University campus during my stay in the hostel.
12. The non-compliance of the any of the above clauses of the Hostel Code of Conduct shall lead to cancellation of my hostel admission with immediate effect.
13. I also undertake to submit myself to the disciplinary jurisdiction of the Vice-Chancellor, Provost and other authorities of the Jamia, who may be vested with the authority to exercise discipline under the Act, the Statutes, the Ordinances and the Rules that have been framed there under by the University and Hostel.

Date..... Name

Signature of Applicant

FINANCIAL GUARANTEE AND DECLARATION BY THE APPLICANT'S PARENT/GUARDIAN

(On Rs 10/- Stamp Paper)

1. I,certify that the applicant is seeking admission with my consent and that I shall be responsible for her financial liabilities of the Hostel.
2. I permit my ward to avail the facility of Night-out as per Hostel rules, at her own responsibility, at the address given by her, after I have conveyed my consent and awareness of the same to the Hostel Office vide my registered mobile/email.
3. I agree that the hostel/University authorities shall have no liability towards my daughter/ward when she is outside the hostel campus. I shall not hold the hostel/University authorities responsible if my daughter/ward leaves the hostel premises without prior permission or information and also when my daughter/ward does not report for the attendance at night in the hostel. In such eventuality, the hostel authorities can at best inform me or the local guardian duly appointed by me for any further action.
4. I appoint the following two persons as local Guardians for my daughter/ward Ms.....(the Applicant)
 - (i) Mrs/ Mr _____ S/o or D/o _____
R/o _____
 - (ii) Mrs/Mr _____ S/o or D/o _____
R/o _____
5. The above mentioned Local guardians may be contacted for any official purpose or emergency that may arise during her stay in the Hostel.
6. We agree to abide by the Hostel bye-laws that only local Guardians and Parents would be allowed for visiting on Sunday and Jamia Holidays during specified time.
7. I hereby understand and agree that the local guardian endorsed by me shall take full responsibility of my daughter/ward in sickness or any other emergency. If they fail to do so, the hostel authorities will have a right to cancel her admission in the hostel.
8. I have read the Hostel Rules & Regulations and I am fully aware of the Hostel Timings for various things as listed in the Hostel Manual and in the Undertaking of the Applicant.
9. Both the above authorized Local Guardians are personally known to me and I trust them for the responsibility of local guardianship for my daughter/ward.
10. I hereby declare that the address and contact numbers given for both the above Local Guardians is true to the best of my knowledge and belief, and can be verified by hostel authorities.

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(Signature & Name of the Parent/Guardian)

UNDERTAKING BY LOCAL GUARDIAN *
(On Rs 10/- Stamp Paper)

1. I, have personally known the Applicant Ms
..... for the last years; and
I, have personally known her for the lastyears,
and we do hereby agree to be the Local Guardians.
2. We undertake that we will be available as and when hostel authorities require us in case of emergency. We are willing to take her from the hostel in times of illness and distress or as may be required by the hostel administration. We understand that the hostel administration cannot possibly look into the details of hospitalization and treatment etc.
3. We hereby declare that our respective address and contact numbers given in admission form is true to the best of our knowledge and belief, and can be verified by hostel authorities.
4. We are fully aware and understand that if we fail to fulfil our above mentioned responsibilities, the admission of our ward in the hostel will be liable for cancellation.
5. We have read the Hostel Rules & Regulations and we are fully aware of the Hostel Timings for various things as listed in the Hostel Manual and in the Undertaking of the Applicant.

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(Signature & Name of Local Guardian-I)

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(Signature & Name of Local Guardian-II)

** The above information has also to be produced in the form of an affidavit by both the local guardians on a Rs 10/- stamp paper and attached along with the application form.*

Applications without an affidavit duly signed by both the local guardians will be treated as incomplete and will be rejected.

DECLARATION BY THE APPLICANT

1. This application is being made in full knowledge of my parents and Local Guardians.
2. I declare that my parents and guardian do/does not reside in Delhi/NCR.
3. I hereby declare that in case I remain absent from the hostel for more than one month without intimation to the Hostel Authorities, the room allotted to me is liable to get vacated by the Hostel Authorities.
4. I am aware of the Hostel Rules and Regulations according to which no resident is permitted to stay after the annual examinations or after submission of M.Phil/Ph.D thesis unless otherwise permitted by the hostel authorities. I shall inform the Hostel authorities immediately after completion of Examination/submission of thesis/dissertation.
5. I declare that I am neither employed nor doing any paid job anywhere, full time or part time.
6. I have read the rules and regulations of the hostel contained in the Hostel Manual and undertake to abide by them. I shall not plead ignorance of regulations that are notified from time to time.
7. I vouch for the correctness of the particulars given by me in the application form. I understand that if particulars given by me are found to be incorrect my admission will be cancelled.
8. I declare that I do not possess a Ration Card/ or my name has been not included in any Ration card in the National Capital Territory (NCR).
9. I hereby declare that I shall be responsible for any kind of theft/fire in my room.
10. I undertake to inform the authorities, in writing of any change in any of the particulars given above as and when they occur.
11. I declare that the information provided in this form is correct and can be verified any time.

Signature of Applicant

**CERTIFICATE TO BE SIGNED BY THE DEAN OF FACULTY/ HEAD OF THE DEPARTMENT CONCERNED/
DIRECTOR OF CENTRE(S)**

Certified that Ms..... is a bonafide, full time student of
.....Year/Sem.....,of the Centre/Department/Faculty of
.....She is neither employed nor an ex-student. She
has paid her fees vide Bank scroll No..... dated:

Date.....
Signature of HOD/Director
(Seal of the Department/ Faculty/ Centre)

FOR RESEARCH SCHOLARS

Ms..... hereby declare that I am full time bonafide regular
M.Phil/Ph.D student in the department/Centre of

My registration date is and I have deposited tuition and other fee vide
Receipt No.....dated..... I also declare that if I get employment
during my tenure in the Hostel; I shall inform the Hostel Authorities about it
immediately.

Signature of Research Student

.....
.....
Name & Signature of Supervisor
Dated: Signature of HOD/Director
& Seal of the Department/ Centre

FOR FOREIGN/NRI STUDENTS ONLY

- (a) Name of the Applicant (with email id):
- (b) Course: Deptt./Centre:
- (c) Nationality..... Student's Visa:
- (d) Passport No..... Valid Up to.....
- (e) Embassy Name, Address & Phone No:
- (f) Name & Address of a person in Delhi who can be contacted in case of emergency
.....
.....email.....Phone No.....

Recommendation of the Foreign Students' Advisor, JamiaMillialslamia, New Delhi

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Signature & seal Foreign Student's Advisor