

Sl. No. _____

MH-17-18- _____

LH-17-18- _____



CENTRAL UNIVERSITY OF TAMIL NADU

Neelakudi Campus, Thiruvarur - 610 005, TamilNadu, INDIA.

OFFICE OF THE CHIEF WARDENS APPLICATION FOR ADMISSION TO HOSTEL

Application should be filled by the candidate in his/her own handwriting
(Incomplete application form will be summarily rejected)

ADMISSIONS – 2017-2018

Date of Submission/ Received: _____ Hostel fee to be paid: INR, _____

*For Office Use Only

HOSTEL ALLOTMENT DETAILS

Date of Allotment: _____ Hostel Allotted: _____ Room Number: _____

Mess Card/ID No.: _____ Remark: _____

Dealing Assistant

Approved by Chief Warden

Recent
passport size
Photo to be
affixed

1. Name of the Applicant

விண்ணப்பதாரரின் பெயர் :
आवेदक का नाम

2. Parent / Guardian Name and Occupation

பெற்றோர் / பாதுகாவலரின் பெயர் மற்றும் தொழில் :
माता-पिता/ अभिभावक का नाम एवं व्यवसाय

3. Relationship / உறவுமுறை / रिश्ता :

4. Programme & Department

பாடப்பிரிவு & துறை :
अध्ययन कार्यक्रम एवं विभाग

5. Reg. No. / பதிவு எண் / पंजी.सं. :

6. Gender / பாலினம் / लिंग : M F TG

7. Identification Marks (a)

அடையாளக் குறி : (b)
शिनाख्त चिह्न

8. If the applicant is differently abled give details

விண்ணப்பதாரர் மாற்றுத்திறனாளி எனில், விபரம் :
अगर आवेदक दिव्यांग है, तो जानकारी दें

9. Nationality / தேசியம் / राष्ट्रीयता :

10. Mother tongue / தாய் மொழி / मातृ भाषा :

11. Category / பிரிவு / प्रवर्ग :

Gen OBC SC ST

12. Date of Birth / பிறந்த தேதி / जन्म तिथि:

Date:	Month:	Year:
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13. Blood Group / இரத்த வகை / रक्त वर्ग :

14. Distance from the University to the applicants Home town

விண்ணப்பதாரரின் ஊர் மற்றும் பல்கலைக்கழகத்திற்கு இடைப்பட்ட தொலைவு :

विश्वविद्यालय से आवेदक के घर तक की दूरी

15. Address / முகவரி / पता:

Corresponding Address / தொடர்புகொள்ளவேண்டிய முகவரி / पत्रव्यवहार के लिए पता	Permanent Address: (Proof to be enclosed) / நிரந்தர முகவரி: (ஆதாரத்துடன்) / स्थायी पता:(प्रमाण सलंग्न करें)
E-Mail ID / மின்னஞ்சல் முகவரி / ईमेल आईडी:	
Candidate Phone No. / விண்ணப்பதாரரின் தொலைபேசி எண் / आवेदक का दूरभाष सं.	
Candidate Aadhar card No. / விண்ணப்பதாரரின் ஆதார் எண் / आधार कार्ड नंबर :	

16. Name of the Parents/ Guardian with Phone No.: / பெற்றோர் / பாதுகாவலரின் பெயர் மற்றும் தொலைபேசி எண் / माता-पिता/अभिभावक का नाम एवं दूरभाष सं.:

Name / பெயர் / नाम	Land Line / தொலைபேசி / लैण्ड लाईन	Mobile / கைப்பேசி / चल दूरभाष सं.

17. Name & Address with contact details of the Local guardian (If any) (Mandatory Email ID and Phone number of Local guardian) / உள்ளூர் பாதுகாவலரின் பெயர் மற்றும் முகவரி (ஏதாவது) (உள்ளூர் பாதுகாவலரின் மின்னஞ்சல் முகவரி மற்றும் தொலைபேசி எண் கட்டாயம்) / स्थानीय अभिभावक का पता (अगर कोई है तो), ईमेल एवं दूरभाष नं. (अनिवार्य)

UNDERTAKING / உறுதிமொழி / शपथ पत्र

I hereby declare that the information given by me in the application form for Hostel Accommodation is true to the best of my knowledge and belief. I hereby undertake to abide by the rules & regulations of the Hostels. I agree to subject myself to any disciplinary action taken as per the rules of Central University of Tamil Nadu for any false information / documents provided by me to avail this accommodation.

நான் விடுதியில் தங்குவதற்கான விண்ணப்ப படிவத்தில் என்னால் அளிக்கப்பட்ட தகவல்கள் என் அறிவு மற்றும் நம்பிக்கைக்கு உண்மையானது ஆகும். இதன்மூலம் மேற்கொள்ளப்படும் விடுதியின் விதிமுறைகள் மற்றும் ஒழுங்குமுறை நடவடிக்கைகளுக்கு கட்டுப்படுவேன். மேலும் தமிழ்நாடு மத்திய பல்கலைக்கழகத்தின் விதிமுறைகளின்படி என்னால் அளிக்கப்பட்ட எந்தவொரு தவறான தகவல்களுக்கும் ஆவணங்களுக்கும் விடுதி பொறுப்பல்ல என்றும், அதற்காக என்மீது எடுக்கப்படும் எல்லாவிதமான ஒழுங்குமுறை நடவடிக்கைகளையும் ஏற்றுக்கொள்கிறேன் என்று உறுதி அளிக்கிறேன்.

मैं घोषणा करता हूँ कि छात्रावास के लिए आवेदन पत्र में दी गई जानकारी मेरे ज्ञान और विश्वास के अनुसार सही है। मैं छात्रावास के नियम और विनियम के पालन करने का वचन देता हूँ। मेरे द्वारा आवास के लाभ को उठाने के लिए दी गई किसी भी गलत जानकारी/ दस्तावेज़ के उपलब्ध कराने पर मैं तमिलनाडु केन्द्रीय विश्वविद्यालय के नियमों द्वारा किसी भी अनुशासनात्मक कार्रवाई के लिए सहमत हूँ।

Name / பெயர் / नाम:

Date / தேதி / दिनांक:

Signature of the candidate /

விண்ணப்பதாரரின் கையொப்பம் / आवेदक के हस्ताक्षर



CENTRAL UNIVERSITY OF TAMIL NADU

Neelakudi Campus, Thiruvarur - 610 005, TamilNadu, INDIA.

OFFICE OF THE CHIEF WARDENS

IMPORTANT HOSTEL RULES AND REGULATIONS

Student should read the rules before signing the room entry register and on condition that the student agrees to abide by all the rules and regulations of the hostel.

Hostel facilities include food and lodging. No student is allowed to pay for lodging only.

Behavior and Discipline

Alcohol / Drugs / Smoking: Students shall not bring, /or drink any alcohol/intoxicating drink, drug or substance of any kind whatsoever and/or smoke in the room and/or any part of the premises. The same shall apply to visitors also. An occurrence of such behavior shall invite strict disciplinary action leading to their rustication from the hostel.

Ragging in any form is prohibited. Punishments for ragging include expulsion from hostel, debarring from exams to cancellation of admission. Ragging shall be treated as a serious offence and shall be dealt with as per UGC Regulations.

Social gathering in the hostel complex is not permitted without the prior and written consent of the Hostel administration.

Hostel residents are not allowed to entertain unauthorized person(s). Anyone found in violation to this will be fined and penalized according to University rules.

Resident students found in act of violence or misconduct outside the hostel premises is not the liability of the Warden or University administration. In such cases the resident student is responsible for himself/herself.

Entry into the hostel at night is allowed till 9.00 p.m. Any late entries/night exits should be informed to the Warden in advance and written permission should be obtained.

The Hostel Students must carry their valid ID cards while entering and/or exiting the Hostel/Mess Hall and must produce them on demand by any member of staff and security.

While entering, the students are their belongings will be screened by the security personals at the gate.

Attendance: Attendance will be taken by the **Warden/Resident Warden/assistant warden/ hostel care taker at 9.00 p.m.** every night. After the attendance the students are not allowed to go out of the hostel.

Study Hour: A compulsory study hour shall be observed in hostel from **09.00 p.m. to 10.30 p.m.** between **Monday and Saturday.**

Television, provided in the common room must be switched off down after **10.30 p.m.** While watching the television the volume should be kept low in order to not disturb other resident.

In tune with clean India, it is the duty of individuals to maintain the hostel premises cleanliness.

- Rooms, common areas and surroundings should be kept clean and hygienic.
- Notices and pictures shall not be pasted on the walls.
- Walls shall not be scribbled on.
- Do not throw papers and wastes, Make use of proper dustbins.

Cooking is strictly banned inside the Hostel premises unless permitted by the Hostel administration. A penalty will be imposed on residents found cooking in the rooms.

Those who are having laptop, music system etc., should register their names with the warden.

Generator power supply will be available only in the reading rooms and for water supply and kitchen usage.

Inmates should not argue/misbehave with the Hostel authorities.

Taking part directly/indirectly in any movement or agitation or strike of students in the institute/hostel for any reason whatsoever will attract punishment, rustication or expulsion.

Civil queries, electrical queries of the rooms and food queries shall be entered separately in the register kept at the Hostel Administration.

All orders which are notified from time to time will be binding on the students.

The Hostel authorities will conduct surprise checks periodically and if anyone is found violating the above rules, disciplinary action will be taken against him/her. The hostel rooms are subject to inspection by the Hostel authorities.

Silence Hour: Strict silence shall be observed in hostel from **2200hrs to 0600hrs.**

The use of electrical appliances such as immersion heaters, iron box, electric stove/heater are forbidden in any of the room allotted for students. Cooking, making tea etc. is strictly prohibited in the room.

Resident(s) should not move any hostel property (table, chair, fan, cupboard, etc.) from one room to another. Any damage to hostel property must be reported immediately to the hostel authority/warden. Resident(s) will be charged for any damages except damages caused by normal wear and tear or faulty products/repairs.

Residents will be personally responsible for the safety of their belongings. Residents are advised to keep their personal belongings and any other valuable items locked in their personal locker even when they are out for a short period.

The Hostel administration / University will not be responsible for any loss or theft of your items. Any loss or theft of item(s) should be immediately reported to the hostel authority.

Stay during Vacation

The students breaking for summer vacation or on discontinuing/ completion of their program of study shall vacate the hostel rooms and hand over the key by signing in the Hostel Vacating Register. The students who break for summer vacation should take care of their belongings and shall not be allowed to stay in the hostels during the vacation period without prior approval from the Hostel Administration. If the students wish to stay back in the hostels and use the mess facility during summer/ winter vacation, they should strictly adhere to the following regulations:

1. Students (other than those outgoing) who wish to appear for UGC/CSIR-NET/JRF/SLET examinations & those who would propose to pursue Internship / Project under the direct guidance of a regular faculty member of CUTN may submit their request in prescribed form through proper channel along with valid supporting documents. The request application will be scrutinized by the hostel administration and the names of eligible students will be communicated to the respective hostel / student.
2. Students permitted to stay in the hostel during vacation should pay **INR 30/day** as room rent. The total amount must be paid in advance and the proof of payment has to be submitted in the hostel office to confirm their stay.

Visitors and Guests

All visitors to the hostel including the parents/guardian will have to make necessary entries in the visitor's book available at the hostel entrance. Visitors are restricted to the visitors lobby only.

Mess

The mess timings are as follows:

- **Breakfast** : **07:30 am – 09.15 am (Weekends/Holidays up to 10:00 am)**
- **Lunch** : **12:15 pm – 02:15 pm**
- **Dinner** : **07:30 pm – 09:00 pm**
- **Late Dinner*** : **Till 2200 Hrs.**

*Expected to be served only on prior approval from the warden/ resident/ assistant warden and under special circumstances.

If residents want to avail mess reduction are requested to submit their forms prior 36 hrs to the Mess Manager through the hostel office. No consideration will be given for the late submission of the forms.

The mess hall will be closed after the prescribed meal hours.

No student are allowed taking food from mess to room. If a student is sick, written application by the student endorsed by the Warden/Resident Warden/Assistant Warden should be given to Mess Supervisor for carrying food to room.

Students are requested not to ask and quarrel with mess personnel if you find any fault with the food. The students should express their grievances to the Warden/ Resident Warden/ Assistant Warden/ Hostel Care Taker.

Grievances

The wardens will be available in the hostel office on a daily basis to attend to their official engagements and grievances of the residents.

Suggestion Box/Register: Suggestions and complaints should be either deposited in the “Suggestion Box” or should be entered in the “Suggestion Register” kept in the hostel premises.

Residents can also intimate their grievances to respective warden through the following email ids or mobile numbers; **Boys hostel:** bhwarden@cutn.ac.in or **04366-277279**; **Girls hostel:** ghwarden@cutn.ac.in or **04366-277278**.

Students are requested to refer student’s hand book to be aware of the detailed rules and regulations of the hostel.

UNDERTAKING

I hereby undertake to abide by the rules and regulations of the hostel and if the University authorities take any suitable disciplinary action against me for violating of these rules I will not have any complaint.

Name:

Room No.:

Date:

(Signature of the student)



CENTRAL UNIVERSITY OF TAMIL NADU

Neelakudi Campus, Thiruvavur - 610 005, TamilNadu, INDIA.

OFFICE OF THE CHIEF WARDENS

Undertaking Form for Hostel Admission

நான் தமிழ்நாடு மத்தியப் பல்கலைக்கழகத்தின் விடுதியில் தங்குவதற்கு (ஆண் / பெண்) பல்கலைக்கழக விடுதியின் விதிமுறைகளுக்கு உட்பட்டு நடப்பேன் என்றும் பல்கலைக்கழக துணைவேந்தர், நிர்வாகக்குழு உறுப்பினர்கள் அவ்வப்பொழுது செய்யும் விடுதியின் விதிமுறைகளுக்கு இணங்கி செயல்படுவேன் என்றும் பல்கலைக்கழக வளாகம், விடுதி வளாகம் ஆகியவற்றின் சூழலுக்கு களங்கம் ஏற்படும் வகையில் எவ்வித கேளிக்கை செயல்களிலும் ஈடுபடமாட்டேன் என்றும் முழுமனதுடன் உறுதி அளிக்கிறேன். மேலும் பல்கலைக்கழக விதிமுறைகளுக்கு மாறாக என்னால் ஏற்படும் நன்னடத்தை விதிமீறல்களுக்கு என்மீது பல்கலைக்கழகம் மேற்கொள்ளும் அனைத்து ஒழுங்குமுறை நடவடிக்கைகளுக்கும் உட்படுவேன். பல்கலைக்கழகம் மேற்கொள்ளும் ஒழுங்குமுறை நடவடிக்கைகளை என்னுடைய பெற்றோர்/பாதுகாவலரிடம் தெரிவிக்க ஒப்புதல் அளிக்கிறேன். பல்கலைக்கழக வளாகத்திற்கு வெளியே என்னால் ஏற்படும் எவ்வித ஒழுங்குமீறல் நடவடிக்கைகளுக்கும், அசம்பாவிதங்களுக்கும் பல்கலைக்கழக நிர்வாகம் பொறுப்பல்ல என்பதற்கும் சம்மதிக்கிறேன்.(என் பெற்றோர்/பாதுகாவலரின் முன்னிலையில் நான் இந்த உறுதிமொழி படிவத்தில் கையொப்பமிடுகிறேன்.)

मैं घोषित करता/करती हूँ कि तमिलनाडु केन्द्रीय विश्वविद्यालय के छात्रावास के सभी निर्धारित एवं समय-समय पर संशोधित नियमों व विनियमों का पालन करूंगा/करूंगी और विश्वविद्यालय के कुलपति एवं अन्य अधिकारियों के अनुशासनात्मक अधिकार क्षेत्र के अनुसार उनके समक्ष मैं सदैव प्रस्तुत रहूंगा/रहूंगी। मैं विश्वविद्यालय और छात्रावास के शैक्षिक माहौल में न कभी किसी तरह का व्यवधान या रैगिंग जैसे कार्यकलाप में संलिप्त रहूंगा/ रहूंगी और न ही किसी अन्य छात्र को इस को इस कार्य के लिए उकसाऊंगा/ उकसाऊंगी। इस तरह के किसी भी क्रियाकलापों में संलग्न होने की स्थिति में विश्वविद्यालय प्रशासन मेरे विरुद्ध किसी भी प्रकार की अनुशासनात्मक कार्रवाई कर सकता है। विश्वविद्यालय प्रशासन इस तरह की सूचनाएँ मेरे माता-पिता/अभिभावक को भेजने के लिए स्वतंत्र है। मैं स्वीकार करता/करती हूँ कि विश्वविद्यालय परिसर के बाहर मेरे द्वारा किए गए किसी भी प्रकार की अनुशासनहीनता के लिए विश्वविद्यालय प्रशासन जवाबदेह नहीं होगा।(मैं अपने माता-पिता / अभिभावक की उपस्थिति में इस शपथ पत्र पर हस्ताक्षर कर रहा / रही हूँ।)

I hereby agree to abide by all the rules and regulations of the hostels (Both Boys & Girls) of Central University of Tamil Nadu both existing and that may be made from time to time and submit myself to the disciplinary jurisdiction of the Vice- Chancellor and the other authorities of the CUTN. I shall neither indulge myself nor instigate any other student in ragging or create nuisance to the academic atmosphere of the hostel. In case of any act of misconduct of my part, I will be liable for action by the University and in such an event or in case of any disciplinary proceedings against me; the CUTN will have freedom to inform my parents / guardian. I accept that, CUTN does not take any responsibility for the act / misconduct of the student's behavior reported outside the CUTN premises. (I am signing this undertaking form in the presence of my parent/Guardian.)

மாணவர் பெயர் / विद्यार्थी का नाम / **Name of the Student :**

மாணவர் கையொப்பம் / विद्यार्थी का हस्ताक्षर / **Signature of the Student :**

பெற்றோர் / பாதுகாப்பாளரின் பெயர் மற்றும் கையொப்பம் / माता-पिता/अभिभावक का नाम एवं हस्ताक्षर / **Name & Signature of the Parent / Guardian :**

பாடப்பிரிவு / अध्ययन कार्यक्रम / **Program of study:**

விடுதி அறை எண் / छात्रावास कमरा सं. / **Hostel Room No.:**



CENTRAL UNIVERSITY OF TAMIL NADU

Neelakudi Campus, Thiruvavur - 610 005, TamilNadu, INDIA.

OFFICE OF THE CHIEF WARDENS STUDENT MEDICAL DECLARATION FORM

Student Name: _____ Reg. No.: _____

Phone/ Mobile: _____ E-mail: _____

Hostel: _____ Room No: _____

Course: _____ Department: _____

Date of Birth: _____ Sex: M/F/Other Blood Group: _____

Father's Name: _____ Mother's Name: _____

For Emergency Contact: _____ Relationship: _____

PHOTO

Home Address: _____

_____ District: _____ State: _____ Country: _____

E-mail: _____ Phone/ Mobile No.: _____

A. Please mark each response individually

Are you suffering or have you in the past suffered from any of the following:

- | | |
|--|--------|
| 1. Epilepsy (Fits) | YES/NO |
| 2. Psychiatric (Mental) Disturbances | YES/NO |
| 3. HIV/Hepatitis 'B' | YES/NO |
| 4. History of Asthma / Respiratory Problem | YES/NO |
| 5. History of Cardiac Problem | YES/NO |
| 6. History of Skin disease | YES/NO |
| 7. History of Menstrual disorder (For Girls) | YES/NO |
| 8. Past History of surgery (Details, if any) | YES/NO |

B. Are you under treatment or have you in the past taken treatment for any disease or disorder for a period of three months or longer?

If "YES", please give details:

Disease: _____

Medicines taken: _____

C. Did you suffer from any physical disability? YES/NO If "YES"

Please give details _____

D. Are you allergic to any medications, food, or other substances? YES /NO

IF yes, please list:

I/ We hereby declare that the information provided above is correct to the best of my/our knowledge.

Place:

Date: _____ Signature of the Student _____ Signature of the Parent/ Guardian _____

(For Official Use only)

Medical Remarks:

_____ Medical Officer, CUTN



CENTRAL UNIVERSITY OF TAMIL NADU

Neelakudi Campus, Thiruvarur - 610 005, TamilNadu, INDIA.

OFFICE OF THE CHIEF WARDENS HOSTEL ADMISSION GUIDELINES AND PROCEDURE

The students taking admission during the academic year 2017-18 are advised to download the application form and instructions from University website and submit the filled application after completion of academic admission formalities in CUTN with all relevant enclosures as mentioned in the table below for verification and allotment of Hostel. Local candidates within Thiruvarur district will not be considered for hostel accommodation.

Enclosures:

1. Copy of Admit Card of CUTN
2. Copy of Caste and Income certificate (In case of SC/ST/OBC)
3. Four passport size photos (one photo to be affixed and three to be enclosed with the application)
4. For Proof of Residence, any one of the following will be considered:

A	Residence Certificate issued by competent authority	E	Aadhar Card
B	Voter ID Card(EPIC)	F	Passport
C	Driving License	G	Ration Card
D	Telephone Bill	H	Bank Passbook(One year old)

<u>Hostel Fee Structure:</u>			
1	Hostel Mess Deposits (Refundable)		Rs.3000
2	Room Rent (per semester)		Rs.1500
3	Caution Deposit (One time)		Rs.2000
Total			Rs.6500

All students are asked to pay the prescribed Hostel admission fees on the day of admission to ensure their accommodation in CUTN Hostels.

CHIEF WARDEN