



INTERNATIONAL HOSTELS
ANNA UNIVERSITY, CHENNAI – 600 025.

APPLICATION FOR ACCOMMODATION

(Name and address details should be filled in CAPITAL LETTERS)

1. Name

2. Department

3. Mobile No. E-mail:

4. Name of the Parent / Guardian

Occupation

Residential Address

..... PIN

Mobile (1) (2) Landline



DECLARATION AND UNDERTAKING

- I state that all the above are true to the best of my knowledge and belief.
- I undertake to abide by the rules of the hostel and I am fully aware that I shall be subjected to disciplinary action for infringement of any of the rules.
- I will not entertain guest(s) in the hostel. I will forego my right to stay in the hostel if I entertain guest(s).
- I will not use personal **electric iron box, electric heating rods, multimedia speakers, wireless routers, cooking items etc.** inside my room.
- **I will vacate the room at any time if asked to do so.**
- **I will not cook anything in my room.**

Date :

SIGNATURE

1.Department / Centre Office Use:

The above person may be allotted a room in International Hostel.

Recommended / Not Recommended

HOD / DIRECTOR

2.Approval of the Executive Warden:

The above person may be **admitted / not admitted** in International Hostel.

EXECUTIVE WARDEN

3.Office Use:

Room allotted..... in International Hostel.

OFFICE STAFF

MANAGER



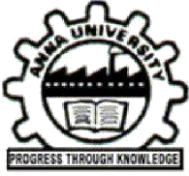
INTERNATIONAL HOSTELS

Anna University, Chennai – 600 025.

PERSONAL DETAILS (CAPITAL LETTERS)

DETAILS		
1.	Name (Full Name)	
2.	Department	
3.	Date of Birth With Age (DD/MM/YYYY)	
4.	Hostel Block	
5.	Room Number	
6.	Contact Number	
7.	E-Mail ID	
8.	Blood Group	
9.	Medical History in brief	

Signature



International Hostels

Anna University, Chennai – 600 025, INDIA.

RULES AND REGULATIONS

1. Persons should be available in the building before 9.00 pm.
2. Strict silence should be maintained in the building premises including rooms, bathrooms, dining halls, corridors, common areas, etc. Every Person should have the civic responsibility, and should maintain cleanliness and should not cause inconvenience or disturbance to others and should maintain discipline and decorum.
3. Persons / Guests are not permitted to change their rooms.
4.
 - a) Prohibited items like liquor, drugs and narcotics, lethal weapons, cigarettes etc., are not allowed inside the rooms.
 - b) Consumption of alcohol, use of drugs and narcotics smoking and even possession of such things are prohibited.
 - c) Inmates found intoxicated in the building premises due to consumption of alcohols outside the campus will be expelled from the hostel.
 - d) Gambling in any form such as playing cards (Even without money at stake) is prohibited.
5.
 - a) Other persons / guests and others are not allowed inside the building. Persons / Guests should not encourage their entry.
 - b) Persons / Guests are not permitted inside in any of the other buildings.
 - c) Members of the opposite gender are barred from entering the rooms.
6.
 - a) Celebration of birthday parties and other parties inside the rooms is strictly prohibited.
 - b) Collection of donation for any purpose (religious / otherwise) is also strictly prohibited.
Canvassing in any form to promote / disgrace any religion / caste is strictly prohibited.
7. Water and Electricity should be carefully used and not wasted.
8. When leaving the rooms, the electrical gadgets like lights, fan, geyser, AC should be switched off. Glass windows and Doors are to be closed securely.

9. Persons / Guests should not enter into any unnecessary conversation, quarrel or altercation with the staffs. If anyone has any complaint against any employee, a written complaint against the person is to be lodged with the hostel authority. Use of abusive, vulgar and unparliamentarily language against the staff is strictly forbidden. Strict action will be taken on any complaint of misbehavior by Person from staffs / faculty.
10. If any Person / Guest is found indulging in any form of instigation / intimidation / threat to any other Person / Guest, he / she will be ordered to vacate the rooms.
11. Person / Guests are strongly advised to lock the valuables like laptops, watches, ornaments, money, etc; the authorities are not responsible for any loss of property inside the room.
12. All movements from and to should be recorded in the movement register kept with the security guard at the entrance of the building and should be properly signed.

DECLARATION

I hereby abide by all the rules & regulations furnished above. If I am apprehended at any time of violation of any of the above rules and rules imposed time to time, I will vacate the hostel immediately.

Signature