Dear Resident of the Hostel,

Dated 15.06.2013


HEARTY GREETINGS TO YOU

The re-admission to the hostel for the academic year 2013-2014 has been scheduled as given below.

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>VENUE</th>
<th>Meeting with parents</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>NV MESS (GF)</td>
<td></td>
</tr>
<tr>
<td>01.07.2013</td>
<td>08.30 a.m.</td>
<td>GI, IT, MANU., MINING, IE, PRINTING</td>
<td>NV MESS (FF)</td>
</tr>
<tr>
<td>(Monday)</td>
<td></td>
<td>(Final year Boys)</td>
<td>CSE, EEE, CIVIL, AGRI,</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>BIO-MED (Final year Boys)</td>
</tr>
<tr>
<td>10.30 a.m.</td>
<td>ECE, MECH, MAT-SCI</td>
<td>AGRI, BIO-MED, ECE, GI,</td>
<td></td>
</tr>
<tr>
<td>(Final year Boys)</td>
<td></td>
<td>MANU, MAT-SCI, MINING, PRINTING (III Year Boys)</td>
<td></td>
</tr>
<tr>
<td>01.30 p.m.</td>
<td>CSE, IT, EEE, CIVIL</td>
<td>Final year girls – ECE,</td>
<td></td>
</tr>
<tr>
<td>(III YEAR BOYS)</td>
<td></td>
<td>CSE, IT, BIO-MED, CIVIL, AGRI, GEO, MECH, MANU</td>
<td></td>
</tr>
<tr>
<td>03.30 p.m.</td>
<td>MECH, IE (III Year BOYS)</td>
<td>Final year girls – EEE, IE, PT</td>
<td></td>
</tr>
<tr>
<td>02.07.2013</td>
<td>08.30 a.m.</td>
<td>ECE, CSE, EEE, IT, IE, MANU, AGRI, PRINTING, BIO-MED, MINING (II Year Boys)</td>
<td>Third year girls – AGRI,</td>
</tr>
<tr>
<td>(Tuesday)</td>
<td></td>
<td></td>
<td>BIO-MED, CIVIL, EEE, GEO, IE, MANU, MAT-SCI, IT, MECH, PRINTING</td>
</tr>
<tr>
<td>10.30 a.m.</td>
<td>MECH, CIVIL, GI, MAT-SCI</td>
<td>Second Year girls- AGRI,</td>
<td></td>
</tr>
<tr>
<td>(II Year Boys)</td>
<td></td>
<td>CSE, BIO-MED, CIVIL, EEE, GEO</td>
<td></td>
</tr>
<tr>
<td>01.30 p.m.</td>
<td>M.Sc., Integrated and other Boys (pg)</td>
<td>Second Year girls BIO-MED, IE, EEE, IT, MANU,</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>MAT-SCI, MECH, PRINTING, ALL SAP</td>
</tr>
<tr>
<td>03.30 p.m.</td>
<td>All M.Sc., (5 years) &amp; others</td>
<td>All Second year AC TECH</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>Girls</td>
</tr>
</tbody>
</table>

All the parents are requested to attend the meeting chaired by the Vice chancellor, followed by lunch.

The readmission to the hostel will be done on the following dates with fine amount of Rs.200/- after which re-admission will be closed.

<table>
<thead>
<tr>
<th>Date</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>03.07.2013 – 05.07.2013</td>
<td>All Branches of UG Students</td>
</tr>
</tbody>
</table>
Your re-admission to the hostel is subject to the following conditions:

1. All the dues to the hostel should have been cleared.
2. You should not have been prevented from writing any examination during the academic year 2012-2013 due to lack of attendance.
3. You should not have been subjected to any disciplinary action of the Hostel / College / University.
4. You should not have any complaint about you by the Resident Counsellor / Hostel / College / University Officials.
5. Readmission to the Hostel for the following cases are not guaranteed:
   a. Those who are having their residence (as per the original admission) in and around the Chennai Metropolitan area.
   b. Those who had not paid the Hostel / Mess fees in time or and those who were defaulters for more than once during the academic year 2012 - 2013.
6. You should also bring this letter for the readmission.
7. Residents are requested to accompany with their parents / guardian for the readmission. The parents are requested to attend the meeting chaired by the Vice-Chancellor.

Towards the dues/fees, you are requested to bring Demand draft from any Nationalized bank payable at Chennai drawn in favour of the Executive Warden, Engineering College Hostels, Anna University, Chennai – 25. Only Demand Drafts will be accepted.

Students, who do not require re-admission this year have to i) clear their Hostel / Mess dues of the last semester and ii) complete the vacation procedure on or before 05.07.2013, failing which from 06.07.2013 to the date of completing the vacation procedure fine will be imposed as per the Hostel Rules and Regulations.

Anna University is guided by the Tamil Nadu prohibition of Ragging Act 1997. I am sure that you would appreciate our concern in this regard and render all support in curbing this unhealthy practice. To this effect, you have to sign along with your parent/guardian in the undertaking Form at the hostel office only without which you will not be readmitted to the hostel.

Please also bring two latest stamp size photographs with you.

With Best Wishes,

Yours faithfully,

(P.HARIHARAN)
Executive Warden
To

The Executive Warden
Engineering College Hostels,
College of Engineering, Guindy,
Anna University, Chennai - 600 025.

Sir,

I have spoken to my son / daughter ........................................ of ........................................ semester ........................................ branch, Hostel Admin. No. ................................ about serious consequences of indulgence in ragging and strictly advised him/her against this prenicious practice. I assure you that my ward will not involve in any of the activities forbidden by the authorities and Government.

Yours sincerely,

Signature of Student

Parent / Gardian

Place :

Date :

Tamil Nadu Prohibition of Ragging Act 1997

Any student who commits ragging shall be punished with imprisonment for a term which may extend to two years and shall be liable to a fine which may extend to ten thousand rupees. Further, the convicted student shall be dismissed from the institution and shall not be admitted in any other institution.
To The Executive Warden
Engineering College Hostels,
College of Engineering, Guindy,
Anna University, Chennai - 600 025.

DECLARATION AND UNDERTAKING

1. I will follow decent dress code during my stay in the campus.
2. I will not use / possess mobile phone in the campus.
3. I will not use powered vehicle inside the campus.
4. I will not entertain any guest / visitor in my room at any time.
5. If I am permitted to use Personal Computer in my room I will use it for academic purposes only and I will not network my computer with others.
6. I am aware that smoking is prohibited in the campus. Hence I will not smoke.
7. I am aware that possession / use of toxic drinks / being on intoxicated condition is prohibited in the campus. Therefore, I will abide by this rule.
8. I will not disturb, in any manner, the calm and peaceful atmosphere of the campus.
9. I assure that I will keep my room and surroundings clean and tidy.
10. I will accommodate, additional member(s) admitted by the hostel authorities in my room, in case need arises.
11. I am very much aware that if I am not adhering to the above undertakings and not abiding the Rules and Regulations issued from time to time by the Hostel / College / University authorities, I will be expelled from the Hostel and will be subjected to disciplinary action.
12. I will not undertake any outings / trips without the prior permission of the Executive Warden.
13. I will render mess service for two full days in a semester for supervision for improving the quality of food.

Yours sincerely,

Place: ____________________________
Signature of Student

Date: ____________________________
Parent / Guardian
ANNEXURE – I (Room Rent)

<table>
<thead>
<tr>
<th>U.G.</th>
<th>P.G.</th>
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<tbody>
<tr>
<td>Year</td>
<td>Per annum Rs.</td>
</tr>
<tr>
<td>Second year &amp; Third Year (Boys &amp; Girls)</td>
<td>600.00</td>
</tr>
<tr>
<td>Final Year (Girls) &amp; All M.Sc. (5yrs)</td>
<td>600.00</td>
</tr>
<tr>
<td>Fourth Year (Boys)</td>
<td>900.00</td>
</tr>
</tbody>
</table>

ANNEXURE – II

Details of the mess dues/hostel fees to be paid:-

# 1. Mess dues upto May 2013 Rs.
# 2. Fine Rs.
3. Residential Service charges for the first Semester of 2013-2014 Rs.4500/-
4. Block maintenance and development Charges (per semester) Rs.1700/-
5. Room Rent(Per annum) Rs.
6. Electricity Charges (per annum) (including Ceiling fan provided) Rs.1120/-
7. Water Charges(per annum) Rs. 500/-
8. Additional Electricity Charges *** Rs.
# 10. Special Accommodation Charges Rs.
# 11. Special Facilities and Maint.Charges Rs.
13. Boarding Advance + Rs.

Total Rs.
(Making appropriate entries against 1,2,5,8,9,10,11,12& 13 above, add to get the total)

*** For use of additional electrical appliance such as Two-in-one, Iron Box etc., Rs.420/-per Item per annum.

** For installing Desktop computer, prior permission has to be obtained and Rs.500/- Additional Electricity Charges has to be paid.

+ Boarding Advance ( Rs.)
   
   Girls     Boys
   
   Vegetarian 10,000 11,000
   
   Non – Vegetarian 11,000 12,000