



Vacating the Hostel (During Academic Year)

Write Hostel Vacating application,
clear all hostel fee dues in account section.

Inform your parents to communicate hostel
authorities for approval.

Submit the approved hostel vacating application
to hostel authorities before leaving.

Monthly room rent as given below will be
charged

- 2 months rent will be charged if ward have used the facility less than 60 days
- 6 months rent will be charged if ward used the facility between 61 to 150 days
- Full year rent will be charged if ward used the facility more than 150 days