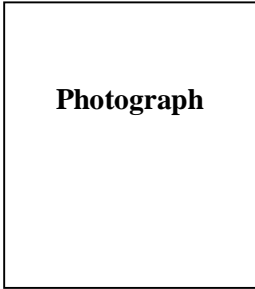




**INTERNATIONAL MEDICAL AND TECHNOLOGICAL UNIVERSITY**

**HOSTEL ACCOMODATION REQUEST FORM**

Accommodation Type:           Single/ Shared



How to complete a form:

1. Please write in **BLOCK LETTERS**
2. One passport size color photograph
3. All payments towards hostel fees should be paid in the beginning of the Semester
4. Payments other than cash should be made in favour of **IMTU FEES AND HOSPITAL**
  - a. CRDB Bank A/c No. 01J1080309900/ Tshilling Account.
  - b. I&M Bank A/c No. 10027761111/USD Account.

**STUDENT DETAILS**

**Name:** .....

**Registration No:** ..... **Course:** .....

**Sex:** (M/F)..... **Passport No:** .....

**Date of Birth:** ..... **Nationality:** ..... **Religion:** .....

**Mobile No:** ..... **Email id:** .....

**Permanent address:** .....

.....

**Medical illness (if any):**.....

**EMERGENCY CONTACT**

**Name:** .....

**Relationship:** ..... **Mobile No:** .....

.....

## **STUDENT HOSTEL ACCOMMODATION**

### **RULES AND REGULATIONS FOR THE INMATES OF THE HOSTELS**

The following rules shall apply to the students residing in the hostels. Violation of any rule will make the inmate liable to disciplinary action including expulsion from the hostels and also from institution.

1. Every student must remember that the hostel is the home of the student on the campus and therefore, he/she should behave himself/herself on the campus as well as outside in such a manner as to bring credit to him/her and to the institution.
2. In-order to avail the hostel facility the students need to pay the hostel fees per semester –wise in the beginning of the semester.
3. The students who used to stay in the hostel previously need to clear all their past dues and then in-order to avail the further hostel facility they need to pay hostel fees per semester-wise in the beginning of the semester.
4. Residents shall occupy the rooms only after allotment is made by the warden concerned. Change of room may be permitted in exceptional cases, by the Chief Warden. Unauthorized occupation of any room or exchange of rooms shall be treated as serious violation of disciplinary rules of the hostels.
5. Room furniture, electrical fittings etc., are required to be maintained by the students in good condition.
6. No parent or guardian of a student is permitted to stay in the hostel. ( without prior permission )
7. Male / Female students shall not remain absent after 11 pm without the prior permission of the Warden. In case of any emergency, they should inform or take written permission from the Hostel Warden. Students should enter in and out timings in the register maintained at the hostels entry point.
8. The students are required to carry their identity cards with them when they move inside the campus.
9. Visitors are not permitted in the hostel without prior permission from Hostel warden.
10. A hostel student will be completely responsible for all his/ her possessions including his/her Laptop/Computer/Electronic gadgets, etc. The hostel management will not be responsible for any loss incurred.
11. They should lock their rooms properly when they go out for their bath, mess etc., each room-mate must keep a key of the door lock of his room, particularly in the case of double/triple seated rooms.
12. Fans and lights must be switched off when the students leave their rooms. In case it is noticed that fans/lights are on the locked room, a heavy penalty will be imposed for wasting the costly energy sources. ( Since this is a National Wastage )
13. The room of any student in the hostel can be inspected at any time by the Warden or any authorized member of the institute staff.
14. Hostel inmates are requested to maintain their surroundings neat and clean.
15. Cooking and use of any electrical appliances, shouting and playing loud music in the room is strictly prohibited. In case if anyone found doing so will be treated as serious violation of disciplinary rules of the hostels.

16. Hostel inmates are not supposed to invite their fellow students of the University in their rooms either for studies or for any other purpose.

**NOTE:**

I confirm and agree that I have read the Rules and regulations and shall abide by the same. I agree that I will not take any action against the University in the event action is taken against me as a result of default in payment.

Student's Name: \_\_\_\_\_ Reg No: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Witness by Parent/Guardian:**

Name: \_\_\_\_\_ Phone No: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**GENERAL CONDITIONS FOR ACCOMMODATION BOOKING**

1. Rooms are allocated on **First come First serve basis.**
2. Rooms will be allocated based on the payment received i.e. in the beginning of each semester student need to pay for the full semester in advance, at the time of getting admitted in the hostel with a particular package offered by the university.
3. All applicants are required to sign a Hostel Accommodation Rules and regulations at the time of getting admitted in the hostel.

**Declaration:**

1. I understand and accept the general conditions for booking of hostel accommodation.
2. I declare that the particulars in this application form are true to the best of my knowledge, and I have not willfully suppressed any material fact. Any misrepresentation or omission of information will render me ineligible for student accommodation.
3. I undertake to abide by the Hostel Accommodation Rules and regulations.

**Signature:** .....

**Date:** .....

**FOR INTERNAL USE**

New Applicant:  Continuing Resident:  Check in Date: .....

Total Payment: Recd..... Receipt No. & Bank Draft No: .....

Authorized Signature: .....

Remark: .....