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University of Narowal

REQUEST FOR HOSTEL ACCOMMODATION (FEMALE)

1. Basic Information

- a. Name _____ Discipline _____
- b. Registration/Roll No: _____ Semester _____
- c. CNIC No _____
- d. Date of Birth _____
- e. Father's Name _____
- f. Guardian's Name _____
- g. Disabled/ Special Student (Yes/ No) _____ Nature of Disability _____
- h. Permanent Address _____
- i. Postal Address _____
- j. Father/Mother/Guardian's Cell No _____ Personal No _____
- k. Residence _____
- l. Phone No _____
- m. Domicile _____
- n. Email Address _____

2. Medical History

- a. Do you have any specific medical issue (Yes/ No) _____
- b. If yes specify the disease you are suffering from _____

3. Relatives Allowed to Meet the Student

Hostel administration does not allow any relative other than parents /guardians to meet the students living in hostels. In case parents want a specific relation of the students to meet her, please specify their particulars below:-

Ser	Name	Relation	CNIC	Contact#
1				
2				
3				

4. Basic Hostel Rules & Regulation

- a. All students must abide by hostel rules & regulations as per hostel SOP.
- b. In timings for students are as under:-
9:00 PM
- c. Students are not allowed to stay outside hostel after above mentioned timings.
- e. All students must report back from weekend on Sunday before above mentioned timings.
- d. Students will only be allowed to proceed on leave / weekend with permitted visitors.
- f. Students will be allowed to obtain night pass during weekdays only under special Circumstances / emergencies and after taking formal permission from Hostel Warden.
- g. Visitors are not allowed inside hostel premises.
- h. A student can be warned / fined and even expelled from hostel on the grounds of violating the basic hostel rules or involved in any inappropriate activity / conduct which is morally or ethically wrong.
- i. Students will pay all the required hostel dues within the given deadline.
- j. Students of final semester will retain hostel accommodation for complete On Campus duration (the date notified by the University). If any student wants to vacate the hostel during any stage of the semester, she will be charged hostel dues for the complete semester.

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DECLARATION BY THE CANDIDATE

I _____ D/O _____ Deptt. _____
Semester _____ CNIC No _____ Mobile No _____ declare that:-

- a. All information given in Hostel Accommodation Form are correct & true.
- b. I shall not extend my stay in hostel beyond my On-Campus time as mentioned in SOP.
- c. I have read and understood the rules and regulations regarding UON anti-ragging policy and I undertake not to indulge, directly or indirectly, in any ragging activity inside the hostel premises. I shall report any ragging incident immediately to Hostel Warden / Superintendent. I may be expelled from hostel if found involved in any ragging incident.
- d. I shall not allow any day scholar or outsider in my room.
- e. I shall not leave the hostel without prior permission of Hostel superintendent and return to hostel before the prescribed time.
- f. If any breakage, damage is observed in my room inventory / hostel property or any item is misplaced, I shall be responsible to pay the total cost of broken / damaged or misplaced item in addition to fine as per SOP.
- g. I shall not participate / attend un-official competitions, functions and trips without formal permission from parents, department and Warden. In case of violation; I shall be liable for suspension from the hostel or any other penalty / fine as decided by Warden.
- h. I shall not use electrical appliances, such as, electric kettle, heater, iron, emersion rod and if I am found using any of these items, I agree to be fined as per SOP.
- i. I shall meet / go with only the authorized visitors permitted by my parents in para 4 of this form.
- j. In case of violation of any of the rules / policies / orders / instructions, necessary disciplinary action may be taken against me including expulsion / suspension from the hostel and / or even rustication from the university.
- k. I have read the “UON Hostel SOP” and I shall abide by all the rules and regulations mentioned in the SOP. Moreover, I shall also adhere to all the laid down procedures and instructions passed on to me from Warden/ Superintendent from time to time.

Dated: _____

Signature of Candidate: _____

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DECLARATION BY THE PARENTS / GUARDIAN

I _____ F/O/M/O/G/O _____

CNIC No _____ Mobile No _____ do undertake that I have studied the “MCS Hostel SOP” and I hereby fully endorse the above undertaking/ declaration (para a to k) given by my son / daughter _____. I take full responsibility that my son / daughter will ensure the above stated undertaking in true letter and spirit. I also undertake to pay / clear all his / her hostel dues / subscriptions for the entire period of stay at the hostel in time.

Dated: _____

Signature of Parents / Guardian