



Ref. No. IU/Hostel/PO/2025/003

Date: 16.05.2025

### **NOTICE**

All hostel residents are hereby informed that the academic session 2024-25 is approaching its end. Accordingly, all residents are required to vacate their hostel rooms with five days from completion of their semester End Examination. The residents are required to abide by the following instructions:

#### **1. Room Clearance:**

- All personal belongings must be removed before vacating.
- Rooms must be handed over in clean and proper condition.
- Residents must submit the Room Clearance Form signed by the Hostel Supervisor.

#### **2. Asset Handover:**

- University-provided assets such as furniture, lights, fans, etc. must be returned in good condition.
- Residents are strictly prohibited from tampering with ACs or other electrical fixtures on their own.
- Any damage or missing item will be chargeable and deducted from the resident's security deposit.

Failure to vacate the hostel on or before the due date will result in a penalty as per the university rules.

Students undertaking internships must submit a written request for temporary hostel stay extension, along with valid proof and a recommendation letter from the concerned Head of the department at least seven days prior to the commencement of their internship. This temporary stay will be subjected to the availability of rooms and deposition of hostel fee for the period of stay.

**Prof. (Dr.) Mohammad Faisal**  
Provost

#### **Copy to:**

1. Dy. Provost/Dy. Chief Warden
2. Warden/Supervisors
3. Notice Board

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