

**GOVERNMENT GIRLS' GENERAL DEGREE COLLEGE HOSTEL
7, MAYUR BHANJ ROAD, KOLKATA-700023**

College Email ID : gggdc.coll@gmail.com

**APPLICATION FORM FOR HOSTEL ACCOMMODATION
(FOR STUDENTS ONLY)**

- 1) **Name of the Applicant :**
- 2) **Name of Father/Mother :**
- 3) **Name of the last Examination Passed :**..... **Year**
- Name of the Board :**..... **AGGREGATE (Best of Four Subject)**.....
- 4) **MENTION BEST FOUR SUBJECTS & MARKS**
 - a) **Subject 1 Name :**..... **Marks**..... b) **Subject 2 Name :**..... **Marks**.....
 - c) **Subject 3 Name :**..... **Marks**..... d) **Subject 4 Name :**..... **Marks**.....
- 5) **Honours Subject :**..... **Present Semester :**..... **College Roll No :**.....
- 6) **PERMANENT ADDRESS :**
 Village /City :..... **PO :**.....
 PS :..... **District :**.....
 State :..... **Pin :**..... **Mobile No :**.....
 Nearest Railway Station :..... **Distance from Kolkata :**.....
- 7) **PRESENT ADDRESS :**
 Village /City :..... **PO :**.....
 PS :..... **District :**.....
 State :..... **Pin :**..... **Mobile No :**.....
 Nearest Railway Station :..... **Distance from Kolkata :**.....
- 8) **Name and Address of the Local Guardian (with phone number) :**.....
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Please send the following PDF files (scan original) at the college Email (gggdc.coll@gmail.com) and also upload the following documents with the application form.

- | | |
|---|--------------------------------------|
| a) Admission Form and Fee Receipt | f) Recent passport size colour photo |
| b) HS or its equivalent Marksheet (Photocopy) | g) Scanned Signature |
| c) Income certificate (issued by councilor/ Panchayet Pradhan) | h) Blood Group |
| d) Age Proof document | i) Any Past Medical history |
| e) Cast Certificate | j) AADHAAR Card / Voter ID Card |
| k) Address proof mentioning the distance from Kolkata (to be certified by Councilor / Panchayet Pradhan). | |

DECLARATION (BY THE APPLICANT)

The details given above are true to the best of my knowledge. In case of any false information my candidate is liable to be cancelled.

SIGNATURE OF THE APPLICANT

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RULES

The Boarders of the Hostel are to abide by certain rules framed by the Hostel Committee.

➤ **RAGGING IN ANY FORM IS COMPLETELY PROHIBITED IN THE HOSTEL.**

- 1) Boardership will be given to U.G. students for a maximum period of three years.
- 2) Strict conformity to the rules of the hostel is required of each boarder. Punctuality and regularity in hostel and silence must be maintained.
- 3) After completion of the UG courses a student's boardership automatically terminates. Withdrawal of boardership before completion of course has to be intimated to the Hostel in-charge who will release the boarder on receiving all necessary clearances.
- 4) Before leaving the Hostel, boarders have to clear all dues, which will be verified by the college authority.
- 5) Non extension will be provided for the dropped and failure candidate.
- 6) Non bonafide boarders are not allowed to stay in the hostel in any case.

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Disciplines

- 1) Use of any electrical gadgets, particularly gadgets like iron/ immersion rod/ electric heater/ induction is strictly prohibited in the Hostel campus.
- 2) Boarders must not remain outside the Hostel after 7:30 p.m. on any ground. Gate will be closed at 7:30 p.m.
- 3) The dining hall of the hostel will be closed at 10:30 p.m.
- 4) Boarders must not remove furniture from one place to another without the permission of the hostel in-charge. They are responsible for the orderliness and tidiness of their rooms and of the hostel in general.
- 5) Boarders must attend their college classes regularly otherwise their hostel seats maybe cancelled.
- 6) The border shall be required to see the Notice Board for day-to-day instructions and guidance by the Hostel In-charge.
- 7) Borders are not permitted to leave or be absent from the hostel during sessions. However, on medical grounds or in cases of other emergencies, the duration of absence must not exceed one month. Leave will be granted only on production of a medical certificate or a letter from the guardian stating the necessity of leave as the case may be.
- 8) Borders must leave the Hostel within 48 hours after the end of their University Examination.
- 9) It is the responsibility of the guardian to shift an indisposed student from the Hostel at the earliest if the circumstances demand so. Guardian must be available in such situations. However, in case of emergency the hostel authorities may arrange for hospitalization.
- 10) The Hostel usually remains closed during the Puja Vacation.
- 11) Any decision taken by the Principal /hostel in-charge in the interest of the hostel shall be final and binding.

Declaration by the candidate (Please tick mark the box)

I shall abide by the rules of the hostel. In contravene of any of the rules, I shall be liable to be expelled from the hostel and the Principal/hostel in-charge shall have the power to take the possession of my room.

Signature of the Applicant