



Women University Mardan

Phone: 0937-871418 Fax: 0937-872644

Email: @wumardan.edu.pk

Serial No: _____

Paste passport
size photos

Hostel Admission Form

Personal Information:

1. Name (in block letters): _____
2. Student CNIC: _____ D.O. B: _____
3. Father/ Guardian Name (in block letters): _____
4. Father/ Guardian CNIC: _____
5. Department: _____ 6. Program (BS, M-Phill, PhD): _____
7. Semester: _____
8. Home Address: _____
9. Father/ Guardian Contact No: _____
10. Person to be notified in case of emergency: _____ 11. Contact # _____

Medical Record:

12. Are you having any Medical Problem? Yes / No
If yes specify the disease you are suffering from _____
13. Any medicine being used regularly: _____
14. Are you a smoker? Yes / No _____ 15. Blood Group: _____

Undertaking by the student:

I _____ D/W of _____ Student of Women University Mardan, hereby affirms that the information's given above are correct and solemnly undertake that during my stay in the hostel, I shall abide by all the rules & regulations of the hostel. I shall dine in the official mess managed by University Authority, pay the electric and gas charges as per actual consumption, and shall reside personally as per hostel card issued to me and shall not misuse or sublet the same to anyone else. In case of violating/ abusing the procedure, I shall render my-self liable to strict disciplinary action even resulting in cancellation of the hostel seat etc. I shall vacate the room on the termination of the relevant session. I further undertake and affirm on oath that I shall neither engage myself in any sort of activity prejudicial to the good order and discipline of the University nor any politics, whosoever, failing which I shall not have any right to complain against any disciplinary action taken against me.

Dated: _____

Signature of Applicant: _____

PARENT/ GUARDIAN CERTIFICATE

I S/O of.....certify that my daughter namely a student of Women University Mardan applying for hostel accommodation on the campus with my permission and undertake that I shall be responsible for her behavior during her stay at the campus and hereby accept all the decision of the University Authorities pertaining to hostel admission and discipline. I further undertake that she, who has furnished the above undertaking, shall comply with it, in case she violates the same, she shall face punishment under the University rules and regulations.

LIST OF VISITORS:

S.NO	Name	Relation	Contact No.	CNIC No.

CNIC No: _____ Signature of Parents: _____

Address: _____ Dated: _____

FOR OFFICE USE ONLY

OFFICE ASSISTANT/JUNIOR CLERK

ACADEMIC INCHARGE

Provost Office

Received Rs..... Vide Receipt No..... Date..... As Hostels Dues (Receipt Attached)

Recommended / Not Recommended

Allowed / Not Allowed

OFFICE ASSISTANT/JUNIOR CLERK

ACADEMIC INCHARGE

Provost

Hostel warden

Hostel Accommodation: Available / Not Available

Room Allotted: _____

Signature: _____

HOSTEL DISCIPLINE AND GENERAL RULES

- Residents shall abide by the Hostel Regulations. Violation of any regulation or order issued by the Hostel Authority shall render a resident liable to disciplinary action including expulsion from the hostel.
- Residents shall keep their rooms neat and clean.
- Residents shall not be allowed to keep weapons, arms, ammunition, and intoxicants. Similarly, guests/visitors with any type of arms shall not be allowed to visit a hostel.
- Possession of TV, VCRNCD, Air Conditioner, Air Cooler, Refrigerator, Decks, Valuable, cash money in the hostel is a breach of regulation and liable to strict disciplinary action fine/cancellation of Hostel Card.
- The student shall not use electric heaters or related appliances in their room. In case of breach of regulations, he/she will be liable to heavy fine.
- Students leaving the hostel temporarily shall inform the Warden in writing, intimating the number of days they are likely to be away. Students proceeding on short duration must be back by 6:00 p.m. during summer and 5:00 p.m. during winter.
- Study hours will start with the closing of the hostel gates. During study hours every student is required to study in perfect silence and avoid making disturbances.
- No outsider is allowed to stay in the University Hostels as guest without proper permission from the Warden.
- No resident shall be allowed to place any notice, placard, poster or other material in writing anywhere in the hostel.
- No society or club can be formed in the hostel without the permission of the Hostel Authorities. No resident shall be allowed to take part or indulge in any sort of political activities, meetings, invitation to political figures, and other related functions in the hostel premises.
- Residents damaging / destroying, or removing any Hostel property shall be required to make good for the loss and shall also be liable to disciplinary action.
- The hostel employees appointed by the University are responsible to the Warden.
- Any complaint against them shall be made to the Hostel Management or to a Monitor of that wing. A resident student shall not deal directly in such cases with the staff.
- The employees are under no obligation to attend to or work for the residents other than that assigned to them by the Warden for the service and comfort of the students.
- The warden or any other University Authority is not responsible for the loss of any cash and other valuable of residents in the hostel unless these are handed over to them for safe custody.
- Keys of the rooms allotted to the residents, shall remain in the custody of those residents and shall not be handed over to anyone without the permission of the Warden.
- The hostel management is authorized to lock any room in case of any violation of rules and regulations without any notice. The administration will bear no responsibilities in case of any loss or damage while dumping luggage in the store.
- Hostel Mess is mandatory for all the hostel residents. Each resident student will automatically become member of the Hostel Mess and will pay for all the meals served in the Hostel Dining Hall.
- Meals shall be (taken) served in the Dining Hall between the hours fixed for each meal. No meal will be served in the room of a boarder student unless he or she is suffering from serious illness and has been recommended by the Medical Officer to take his or her meal in room.
- All leave Applications, complaints etc. and other hostel matters shall be submitted to Warden. Students should get their applications signed from the Warden before going out of the hostel. In case of leave, a proper leave pass shall be taken and returned to the Warden on the termination of leave with parents/guardians' certification.
- Residents must inform their visitors about their exact visiting days and timings. Male visitors can see the residents only in the visiting rooms. Visitors from outstations can visit the residents on non -visiting days with the permission of Hostel Authorities only under special circumstances or emergencies.
- Resident Students are allowed to go home on weekend (in midweek in case of emergency).

Student Sign: _____

Parent/Guardian Sign: _____