



PRESIDENCY UNIVERSITY

Private University Estd. in Karnataka State by Act No. 41 of 2013

PU/2023/60

August 30, 2023

CIRCULAR

Subject: Hostel and Transport Facility Enrolment

Dear Students,

Greetings from Presidency University!

A warm welcome to all the students who have secured "**Provisional Admission**" to the **Under Graduate B.Tech Programs** at **Presidency University** for the **Academic Year 2023-24**, for which the On-Campus Classes will commence from September 14, 2023.

Please refer the information provided below:

1. Hostel Facility Enrolment

We draw the attention of the students for the above Program desiring to avail the Facility of Hostel Accommodation for the Academic Year 2023-24, to the following.

- Such students should register themselves by completing the Hostel Application Form, online, through the link provided below.
<https://forms.gle/e2joes49tPzzC4Na6>
- The Hostel Fee is payable for the Full Academic Year but spread across **10 months** for purposes of administration. This applies to both, Twin-sharing and Three-sharing rooms.
- Students should pay a minimum amount equivalent to 50% of the Total fee to get Enrolled for Hostel Accommodation. Remaining 50% of the Fees should be paid on or before 30th September, 2023.**
- The Hostel Fee for the Academic year is fixed on the basis of 10 Months of Stay as a minimum and where Students extend their stay beyond 10 Months, they shall be charged Hostel Fee, extra on Pro-rata basis. Transport from Hostel to Campus and Vice-versa is included in the Hostel Fees
- Students shall carry their personal belongings viz., pillow, bedcover, blanket, bucket, warm cloths, umbrella, rain gear, toiletries etc in addition to their regular attire.
- Students should provide their previous medical records to the Hostel authorities in case of any health issues.
- Students should provide the Address proof/Aadhar card copy, photo and contact details of the Local Guardian (if applicable) to the Hostel authorities.
- Students should not carry any expensive item/s. The Hostel Management will not accept responsibility for the loss of or damage to such items.
- The last date for Hostel registration: Monday, 11th September, 2023.

Please note that the room allotment will be done on First-Come-First-Serve Basis.

For further clarifications, the students can contact, Mr. Syed Shoukath Ali (Director-Students housing, Presidency University) on his phone number +91 8050643902 or Email to shoukathali@presidencyuniversity.in.

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2. Transport Facility Enrolment

- j. Students opting for Transport Facility should register themselves by completing the Transport Application Form, online, through the link provided below.
<https://forms.gle/aSRqBApuVX4fj7Ur6>
- a. The Transport Fee is payable for the Full Academic Year but spread across **10 months** for purposes of administration.
- b. Student availing Transport Facility shall remit the Transport Fee for the Full year (100%) on/before the date notified for the Commencement of Classes for the ODD semester of the Academic Year 2023-24.
- c. The Transport Fee for the Academic year is fixed on the basis of 10 Months of utilization as a minimum and where Students utilize the Transport Facility beyond 10 Months will be charged Transport Fee, extra on Pro-rata basis.
- d. Transport Fee is applicable for both pick up and drop. The option of availing only pick up or drop facility is NOT available.
- e. Once the registration form is accepted by the Transport Department, the student becomes liable to pay the transport fee for the entire Academic Year 2023-24 (Cancellation and withdrawal is not permitted).
- f. Please be informed that for non-payment of transport fees on or before the due date, students will be restrained from using the Transportation Facility.
- g. The last date for Transport registration: Monday, 11th September, 2023.

Cancellation and Refund

The Withdrawal from the use of Transport Facility, once availed, is not encouraged. However, the University will consider the request from the student for refund in special cases based on recommendation from the Administration Head, specifically in the following circumstances,

- Admission is withdrawn/cancelled by the student.
- If the student shifts his residence to nearby location of the campus or where the transport facility is not available (Proof of residence to be submitted).
- Availed the Off-campus hostel facility provided by the university.
- Route changes, if any and student does not wish to continue to avail the facility in the new route.
- Pandemic Situations.
- Any other reason as specified by the University Administration from time to time.

For further clarifications, the students can contact, Transport Help Desk: 9742255744/ Mr. Syed Shameel - 9845643786 or Email to syed.shameel@presidencyuniversity.in

REGISTRAR



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