



# PRESIDENCY UNIVERSITY

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

PU/2023/51

August 17, 2023

## CIRCULAR

**Subject:** Hostel and Transport Facility Enrolment for Higher Semester Students of All Programs (Except MBA) for Odd Semester of the Academic Year 2023-24

This is to inform all Higher Semester Students of the School of Engineering, School of Commerce, School of Management (UG), School of Law, School of Design, School of Information Science, School of Computer Science and School of Media Studies that the Academic Session for the Year 2023-24 will commence from August 28, 2023 onward.

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.

- a. Such students should register themselves by completing the Hostel Application Form, online, through the link provided below.  
<https://forms.gle/eyx6p3BUyP321TG76>
- b. 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.
- c. Student availing Hostel Accommodation shall remit the Hostel fee for the Full year (100%) on/before the date notified for the registration of students for the ODD semester of the Academic Year 2023-24.
- d. 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
- e. Students shall carry their personal belongings viz., pillow, bedcover, blanket, bucket, warm cloths, umbrella, rain gear, toiletries etc in addition to their regular attire.
- f. Students should provide their previous medical records to the Hostel authorities in case of any health issues.
- g. Students should provide the Address proof/Aadhar card copy, photo and contact details of the Local Guardian (if applicable) to the Hostel authorities.
- h. Students should not carry any expensive item/s. The Hostel Management will not accept responsibility for the loss of or damage to such items.
- i. The last date of registration: Saturday, 26th August, 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](mailto:shoukathali@presidencyuniversity.in).



URL : [www.presidencyuniversity.in](http://www.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/Gj28pSCGW1g5S1TRA>
- 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 registration of students 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 of registration: Saturday, 26th August, 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 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](mailto:syed.shameel@presidencyuniversity.in)

REGISTRAR



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