

9. Local Guardian's Name:

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Phone No.

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Address:

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Declaration:-

I hereby declare that my daughter/ward has submitted this application with my permission. I hold myself responsible for her good conduct and behavior and I will pay all her fees before due dates.

Place:

Date:

Signature of the parent

.....

Name:

Address:.....

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FOR OFFICE USE ONLY

Application Form No.:_.....checked & verified. Candidate is permitted to stay in hostel.....

FEE DEPOSIT DETAILS	AMOUNT(Rs)	DATE	RECEIPT No.	MODE OF PAYMENT
1. Hostel & Mess fee:/...../.....
2. Annual dues:/...../.....
3. Security :/...../.....

Admission Officer Incharge.....

RULES AND DISCIPLINE FOR ADMISSION IN HOSTEL

1. Admission is open to full time students of HHMI. Preference will be given to out station students.
2. The application form completed in all respects should be submitted to the Principal on any working day during office hours.
3. Admission to the Hostel will be cancelled if incomplete or false information is furnished.
4. Admission will be valid for one academic year only i.e April- March.
5. Hostel Fee for the next academic year is required to be paid in the month of April along with annual dues.
6. HHMI reserves its right to cancel admission of undeserving students without giving any reason.
7. HHMI reserves its right to increase the hostel fee, if necessary.
8. HHMi will not be responsible for any mishap.
9. Students residing in the Hostel managed by HHMi shall strictly observe all the Rules and regulations in force from time to time. Breach of Rules/Regulations may invite rustication/fine.
10. During their stay in the Hostel they will be under the control of the officials of HHMI.
11. Consumption of tobacco and spitting is strictly prohibited in the Hostel premises.
12. No guest or visitor of the inmate will be permitted to visit rooms. Visitors and guests should be received in the visitor's room or reception area only between 10:00 a.m to 7:00 p.m on holidays.
13. Every case of illness and accident must be reported immediately to the warden.
14. No functions or celebrations shall be organized except with the permission of the warden.
15. No poster etc should be put up anywhere, either in rooms or lobbies.
16. Students are not allowed to play any kind of sports in the room.
17. Throwing of water, colour etc on one another and on the walls/property of the hostel is strictly prohibited.
18. Every student shall keep the room allotted to her clean and neat. She shall take proper care of the furniture and fixtures handed over to her the hostel authorities have the right to enter and inspect the rooms at any time, even in the absence of students.
19. All matters relating to differences among students and complaints about the hostel servants should be brought to the notice of the warden, who will take action as may be necessary. No police complaint will be lodged by the students before taking prior permission from warden.
20. Students are expected to switch off the lights and fans in their rooms every time they go out and take precautions to economics electricity consumption.
21. Charges are to be paid for any damages to the property as well as to the furniture and fixtures if caused by a student/students staying in the said room.
22. The Hostel Authorities do not hold themselves responsible for the safe custody of the property of the students staying in the Hostel. Students should provide their over locks and take proper care of their belongings.
23. Before leaving the hostel, a student must pay all dues.
24. If any student is found misbehaving and misconducting herself, she will be expelled from the hostel immediately and the fees paid by her will be forfeited.
25. Any complaint (incident behavior/noisy) from the neighbors/society will results in severe action.
26. If a ward leaves hostel within a year security money will be returned.
27. A new ward has to bring her mattress, pillow, mosquito net, Bed sheet, rugs etc.

28. She has to bring her bucket, Mug, plate, cup, spoon and a bowl.

29. Morning- Get up at 5:30 a.m in winter

Get up at 5:00 a.m in summer

Afternoon- Evening prayer at 5:30 p.m in summer

Evening prayer at 5:00 p.m in Winter

30. Visitors Name must be given to the guardians. No other person is allowed to visit.

31. Wards are not allowed to keep their own mobile phones.

32. Helpers to help the students of (Class I to Class IV) to dressup, make bed and washing clothes.

33. Wards (Class IV onwards) to wash and iron their own clothes.

34.

SCHOOL DAYS		HOLIDAYS	
5: 30 a.m –	Wake up	5: 30 a.m	Wake up
5:40-6:00 a.m -	Tea	5:45 a.m -	Tea
6:00- 6:45 a.m -	Study	6:00- 9:00 a.m -	Study
6:45 – 7:15 a.m -	Get ready	9:00-9:30 a.m -	Breakfast
7:15- 7:35 a.m -	Breakfast	9:30-10:30 a.m	Study
7:35- 7:40 a.m-	Set to school	10:30- 1:00 p.m	Tuitions, Domestic work (Washing clothes)
7:45 a.m -	Reach school	1:00 p.m -	Lunch
2:00-2:30 p.m -	Lunch	1:30-3:30 p.m	Rest
2:30-3:30 p.m	Rest	3:30 -5:00 p.m	Play
3:30 -4:45 p.m	Play	5:00- 5:30 p.m	Freshen up
4:45- 5:30 p.m	Freshen up	5:30p.m	Evening prayer
5:30- 5:45 p.m	Evening prayer	5:45p.m	Tea
5:45- 6:00 p.m	Tea	6:00-8:30 p.m	Study hour
6:00-8:30 p.m	Study hours	8:30 p.m	Dinner
8:30-9:00 p.m	Dinner	9:30 p.m	Go to bed
9:30 p.m	Go to bed	9:30-10:30 p.m	Study for VIII - X
9:30-10:30	Study for VIII - X		

35. Students will not be permitted to leave the hostel for any reason what so ever,during the course.

DECLARATION TO BE SIGNED BY THE STUDENT

I have read all the Rules and Regulations of the Hostel. I hereby agree to abide by the rules and regulations of the Hostel in force from time to time. I am liable for disciplinary action in case of any breach.

Date:/...../.....

Signature of student

Signature of Parent

FEES

a) Hostel Fees- Per Month_ :- Rs 4500/-

b) For New Admission:

1. Hostel Fees

2. Medical (as per required)

3. Maintenance

4. Establishment Charge

5. Furniture

6. Security

} Rs 2500/- (Annual Dues)

} Rs 1000/-

c) Hostel Fees must be paid on or by 7th of the month.

d) Late Fees will be Rs 25/- per day.

e) Nanny Charge(Nursery to Class IV) will be Rs (4500 + 500)=Rs 5000/- per month