



**INDIAN INSTITUTE OF TECHNOLOGY ROPAR
(STUDENT AFFAIRS SECTION)**

Date: _____

ACCOMMODATION FORM FOR INTERNSHIP STUDENTS (OTHER THAN SUMMER INTERN) IN HOSTELS AT IIT ROPAR

1. Name of the student Intern : _____
2. Gender (Male / Female) : _____
3. Affiliation of the student intern : _____
4. Full Address of the student intern: _____

Contact No. _____ Email: _____

5. Name of the Faculty Mentor & Dept: _____
Contact No (Faculty Mentor): _____ Email: _____

6. Period of stay of student intern : From _____ To _____

7. Supporting documents need to be attached: **Copy of Institute ID card, Official letter from parent institute, Confirmation letter provided by the IIT Ropar.**

8.	<ul style="list-style-type: none"> Hostel room rent : Rs. 150/- per day/per person or Rs. 3000/- per month which is less. Security (refundable) Rs. 10000/-
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9. Date of arrival _____ Time _____ am/pm

10. Date of departure _____ Time _____ am/pm

11.	Category for hostel room rent (Tick <input type="checkbox"/>)	A		B	
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12. Remarks, if any

(Signature of the Student)

(Name & Signature of the Mentor Faculty)

Recommendation of Head of Department

Chief warden

(For office use only)

Allotted Hostel _____ . Room No. _____ . Duration: From _____ To _____

Accommodation charges paid by the Guest Rs. _____ Vide Receipt No. _____

JA (HM)

AR(HM)

Warden

Sr. No.	*Category A	*Category B
1.	Internship students of IIT Ropar or other Institute without financial support OR Financial support of Rs. 10,000/- per month or less, who are not entitled to reimbursement of accommodation expenses	Internship students of IIT Ropar or other Institute with financial support above Rs.10,000/- per month
2.	Rs.150/-per day or Rs.3000/- per month whichever is lower	Rs.200/- per day or Rs.4000/- per month whichever is lower

Terms and Conditions

- (i) The request for accommodation should be submitted prior to arrival as per existing rules.
- (ii) The Internship students are required to pay hostel room rent and food charges in advance to Student Affairs Section.
- (iii) Separate rooms on shared basis are allotted for boys and girls in hostels.
- (iv) One day minimum charge shall be levied for all bookings unless these are cancelled at least 48 hrs. before the commencement of the occupancy. Similarly, in case a guest fails to occupy the booked accommodation, the same will be cancelled after one day of the booking date.
- (v) Booking is not permitted for student undergoing medical treatment/ advice and who are suffering from communicable disease or bed ridden or are under post-delivery case.
- (vi) In case of cancelled one day will be counted on 24 hrs. basis or a part thereof commencing the time of arrival.
- (vii) Pets/Dogs/Cats etc. are not allowed in the hostel premises.

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