

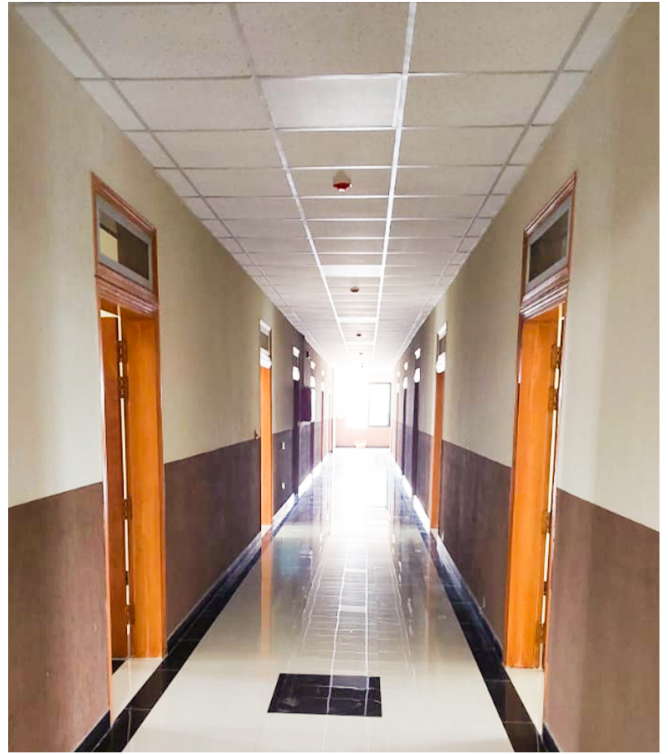
# HOSTEL FACILITY



# 5. HOSTEL

The campus provides multiple types of hostels whose details are given below. All hostel operations are under the management of university wardens.

- The on-campus boys hostel has a capacity of 150 students. Each tenant is provided with his own bed with mattress, bedside table, lockable cupboard, and study table. Other facilities inside the hostel include laundry, ironing, and campus internet and cleaning services, and hot water in winter. This campus is atop the campus cafeteria.
- The off-campus boys hostel is located just next to the boundary of the campus and is a minutes walk away. It has a capacity for 50 students. The hostel is privately owned but under university management. Each student is provided with bed / mattress. Facilities include internet services, and hot water in winters.



In addition to the above, the university maintains a list of approved hostels in nearby areas. The list can be obtained from student affairs.

## 5.1 APPLICATION PROCESS

- To apply for a hostel, visit the student affairs and fill form S03: Hostel Room Allocation Request. Alternatively, you can ask for this form via email or download it from the campus website.
- The hostel management will do necessary administrative work, and when approved will give you permission. You can then make arrangements for shifting in. When you reach the hostel, report to the reception where form S02: Room Issuance and Clearance will be filled. This form contains an inventory of what is being assigned to you.
- Your stay at the hostel will be subject to boarding rules. You will receive a copy of it at the time of hostel booking or you can view them from the campus website.
- To leave the hostel in the middle or at the end of your allotted period, visit the campus reception who will fill form S02: Room Issuance and Clearance. The reception will perform necessary clearance. Please note that hostel rent will not be reimbursed if you decide to leave the hostel in the before the end of your allotted duration. The only exception is first semester students who leave the university; in which case two months rent will be deducted and the remaining reimbursed.

# 5. HOSTEL

## 5.2 FAQ'S ABOUT HOSTEL

### ■ WHEN CAN I PAY HOSTEL DUES?

You can submit a bank draft payable to “National University of Computer & Emerging Sciences Hostel” along with the hostel room allocation application (Form S03). When you receive approval, you can directly move into the hostel. If your case is not approved, the bank draft will be cancelled and returned to you. Alternatively, you can wait for hostel room approval and then visit the student affairs / accounts office and pay by cash.

### ■ CAN I PAY BY INSTALLMENTS?

No, payment by installments is not allowed

### ■ WILL MY HOSTEL FEE BE REFUNDED IF I DECIDE NOT TO STAY IN HOSTEL ANYMORE?

No. Since you have occupied a seat which another student could avail, the fee submitted will not be refunded. The only exception is first semester students who decide to leave the university. Their hostel fee will be refunded after deduction of two months rent.

### ■ I AM SICK. WHAT SHOULD I DO?

Immediately inform your hostel warden and your room-mates. Emergency first-aid kits are available in the hostel. If your matter requires urgency, a drive and campus vehicle will take you to nearby hospital. Hostel warden will also inform your parents / next of kin as per emergency response numbers provided at the time of hostel application.

### ■ MY PARENTS WANT TO VISIT ME? I NEED THE CAMPUS GUEST ROOM

The campus guest room is reserved for university staff and employees and is not available for use by any other person. However, for exigent circumstances, the room can be assigned for brief duration subjected to approval of director and availability of room. If so, you may ask for form D06: Guest Room Booking Form from director office. Room charges will be applicable as per policy.

### ■ HOW ARE SEATS ALLOTTED IN THE HOSTEL?

Hostel seats are allocated firstly on the basis of proportionate number of students in a degree program. Secondly, priority is given to juniors over seniors.

### ■ I WANT TO GO OUT OF CAMPUS AND THE GUARDS ARE NOT LETTING ME. WHAT SHOULD I DO?

You are only allowed to go out in specific time-slots by requesting a gate pass from hostel warden

### ■ I HAVE A FRIEND WHO IS VISITING ME FOR 1 NIGHT ONLY. WILL I BE ALLOWED?

No non-hostelite is allowed inside hostel premises without prior intimation to hostel warden, even if it is another student of the university.





# 5. HOSTEL

## 5.2 FAQ'S ABOUT HOSTEL

### ■ WHAT SHOULD I BRING IF I AM TO LIVE IN HOSTEL?

All items are available locally, however for ease in adjustment, it is better that some minimal items are brought which will allow you to use them until you are able to buy the rest of your items locally. In general, just bring items that are essential for living. Do not bring valuables other than what is needed by you. Some typical items are below:

- 1x Bedsheet, 1x Pillowcase, 1x Chadar (in Winters; 1x blanket / duvet)
- Toiletries: 1x Tooth Brush, 1x Tooth Paste, 1x soap, 1x shampoo, 2x towels, 1x hair brush, 1x comb, 1x Nail cutter, 1x trimmer / shaving material (if needed).
- Comfortable clothing for sleeping (1x sufficient if plan to travel every week, else 2-3x needed), casual clothes (3x if planning for travel every week, else 7-8x). Please note that winter is onset 2-3 weeks earlier, and likewise finishes 2-3 weeks later than mainland Punjab regions. The average temperatures per year are given below so plan accordingly. From this, it should be noted that both types of clothing (warm/cold) are required in both fall and spring semesters. On-campus laundry / ironing service can be used but many students also take laundry with them to home when they visit.

| Month    | Jan             | Feb | Mar | Apr | May | Jun & Jul       | Aug | Sep           | Oct | Nov | Dec |
|----------|-----------------|-----|-----|-----|-----|-----------------|-----|---------------|-----|-----|-----|
| Semester | Spring Semester |     |     |     |     | Summer Semester |     | Fall Semester |     |     |     |
| Min °C   | 3               | 6   | 11  | 16  | 21  | 30              | 25  | 22            | 15  | 9   | 3   |
| Max °C   | 20              | 22  | 26  | 33  | 38  | 40              | 35  | 35            | 30  | 25  | 20  |

- 1x pair slippers, 1x pair comfortable shoes
- 1x Coffee Mug, 2x Plates, 1x Bowl, 1x Water Bottle, 1x set of cutlery.
- 1x Laptop with charger, 1x Mobile with charger, Headphones/Earphones, USB Flash drive for storage
- 1x sturdy Backpack for carrying belongings
- General snacks for 2-3 days, rest buy locally.
- Limited stationary items (buy remaining locally)
- Do not keep more than 5,000 in cash, instead create a bank account and keep extra cash in it and withdraw only when needed.
- Note: Kettle or Electric Cookers or other similar high wattage appliances are not allowed and will be kept in safe-keeping by hostel administration.