



Institute of Hotel Management, Catering & Nutrition
Sector - G, Aliganj, Lucknow - 226 024
Tel / Fax: 0522 - 2326772 E-mail: ihm@sancharnet.in
Web-site: www.ihmlucknow.com

Application Form For Hostel Accommodation
(To be submitted directly to concerned Hostel Warden)

Year / Course / Batch : _____

Full Name of Student : _____

Date of Birth : _____

Nationality : _____

Category : [GEN] [SC] [ST] [OBC] [PH]

Postal Address : _____

Pin _____

Telephone No. (with std code) (Home) -

E-mail : _____

Parents / Legal Guardian

Father's Name : _____

Father's Occupation : _____ Designation _____

Office Address : _____

Pin _____

Telephone No. (with std code) (Office) -

Mobile No. : _____

E-mail : _____

Mother's Name : _____

(If employed

Mother's Occupation : _____ Designation _____

Office Address : _____

Pin _____

Telephone No. (with std code) (Office) -

Mobile No. : _____

E-mail : _____

Declaration:

My wards signatures should be considered valid for leave applications in absence of LG's/Parent's signature.

[YES] [NO]

I/We hereby certify that the above information given by me/us is true and correct.

I /We have received a copy of hostel rules and regulations having read and understood fully, I /We agree to abide by them and any other rules that may be enforced from time to time. In case of failure on my part to abide by the rules the institute is at liberty to take any disciplinary action against me including expulsion from the hostel without any notice. We agree that in the interest of maintaining discipline and decorum, the decision taken by the Institute authorities will be binding on us and my ward without questioning whatsoever. On being thus expelled, I will report to my local guardian and will stay at his residence.

In case of change in any of the addresses above the same will be intimated to the institute authorities immediately by us.

I understand I will have to vacate the hostel immediately, in case I fail in my First/Second yr. NCHM Annual Examination.

Signatures:

Father

Mother

Student

Date :



UNDERTAKING FROM LOCAL GUARDIAN

A relative/family friend (of student) who is residing in Lucknow can be Local Guardian.
(Local Guardian has to come personally and sign the undertaking in the presence of Hostel Warden during hostel / office hours only. (Monday to Friday)

Local Guardian's Name :Mr/Mrs/Ms. _____
Relationship with the student : _____
Occupation : _____ Designation _____
Office Address: _____

Pin _____
Telephone No. : (Office) - _____
Fax No. : _____
Mobile No. : _____
E-mail : _____
Residential Address : _____

Pin _____
Telephone No. : (Home) - _____

I, the undersigned do hereby undertake complete responsibility of our ward Mr./Ms. _____ while he/she is a hostel resident.

In case of major illness/hospitalization, I, the local guardian undertake to reach the hostel/hospital immediately on intimation (telephonic/written) and take charge of my ward. In case of ward suffering from any contagious disease, he/she has to vacate the hostel immediately and he/she will be allowed to stay in the hostel only on producing a fitness certificate from the doctor concerned.

Furthermore, I understand that in case of our ward being expelled from the hostel, on disciplinary grounds, I will take complete responsibility of the ward and will make necessary arrangements for his/her stay, meals etc.

Signatures of: Local Guardian _____
Date: _____

(In case of change in local guardian or his/her address, the same must be intimated to the institute authorities immediately.)

SIGNATURES : _____
(Parents Approval)

For official use only

Allotment : [Recommended] [Not Recommended]

Type:[S] [D] [T]

WARDEN'S SIGNATURE/ ASST. WARDEN : _____ Date: . . .
[ADMIT / NOT ADMIT]

PRINCIPAL'S SIGNATURE : _____ Date: . . .

Room Number : # _____

Fee paid : Amount Rs: _____ : Receipt no: _____ Date: . . . Sd. Accts.

Amount Rs: _____ : Receipt no: _____ Date: . . . Sd. Accts.

REMARKS: _____



GENERAL HEALTH REPORT /CERTIFICATE
For Hostel Residents only
(To be submitted directly to concerned Hostel Warden)

Please furnish a Medical Certificate from a Registered Medical Practitioner containing the following medical details in order to facilitate Medical care (in case of emergencies) while in the hostel.

Name of the Candidate:

Age :

1. a. Any medical problem / current medication relating to:

Asthma	[]	Cardiac Problems	[]
Bronchitis	[]	Hypertension	[]
Psychological/ Neuro Concerns	[]	Diabetes	[]

1.b. Any other medical problems. Please specify.

1.c. Whether suffering from any contagious diseases? Yes / No
(if yes pls. specify and give details)

2.General Blood Test Report

Blood Group & Rh factor

Haemoglobin

HIV Test

Blood Pressure

Differential Count

3. General Urine Test Report

Details:

4. Height _____ cms.

Weight _____ kg.

5. Vision:

6. . Has he/she undergone any surgery so far?

Yes / No

If yes , kindly elaborate :

7. Is he/she known to be allergic to any particular medicine/s, foods , etc.? Yes / No

If yes , kindly elaborate:

8. Any other relevant information

Signature,Name & Seal
of Doctor(RMP)

Parent's/Guardian's Signature & Name:

Date:

INSTITUTE OF HOTEL MANAGEMENT, LUCKNOW

UNDERTAKING BY THE STUDENT

1. I, _____ S/o.D/o. of
Mr./Mrs./Ms. _____
have carefully read and fully understood the law prohibiting ragging and the
directions of the supreme court and the Central/State Government in this regard.
2. I have received a copy of the Regulations on "CURBING THE MENACE OF RAGGING
IN IHM LUCKNOW _____"
3. I hereby undertake that
 - I will not indulge in any behaviour or act that may come under the definition of
Ragging,
 - I will not participate in or abet or propagate ragging in any form,
 - I will not hurt anyone physically or psychologically or cause any other harm.
4. I hereby agree that if I am found guilty of any aspect of ragging, I may be
punished as per the provisions of the IHM, Lucknow Regulations mentioned above
and/or as per the law in force,

Signed this _____ day of _____ month of _____ Year

SIGNATURE

NAME:

ADDRESS:

INSTITUTE OF HOTEL MANAGEMENT,LUCKNOW

UNDERTAKING BY PARENT

1. I, _____
F/o.M/c. _____
· have carefully read and understood the law prohibiting ragging and the directions of the supreme court and the Central/State government in this regard as well as the "Regulations on Curbing the menace of Ragging in IHM Lucknow [REDACTED].
2. I assure you that my son/daughter/ward will not indulge in any act of ragging.
3. I hereby agree that if he/she is found guilty of any aspect of ragging, he/she may be punished as per the provisions of the regulations mentioned above and/or as per the law in force.

Signed this _____ day of _____ month of _____ Year

SIGNATURE

NAME:

ADDRESS:

INSTITUTE OF HOTEL MANAGEMENT,LUCKNOW

REGULATIONS

ON

"Curbing the Menace of Ragging in IHM Lucknow 2012"

Ragging means the following:

Any disorderly conduct whether by words spoken or written or by an act which has the effect of teasing or handling with rudeness any other student, indulging in rowdy or undisciplined activities which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in a fresher or a junior student or asking the students to do any act or perform something which such student will not in the ordinary course and which has the effect of causing or generating a sense of shame or embarrassment so as to adversely affect the physique or psyche of a fresher or junior student.

Punishable Ingredients of Ragging:

- ✓ Abetment to ragging.
- ✓ Criminal conspiracy to ragging.
- ✓ Unlawful assembly and rioting while ragging.
- ✓ Public nuisance created during ragging.
- ✓ Violation of decency and morals through ragging.
- ✓ Injury to body, causing hurt .
- ✓ Wrongful restraint.
- ✓ Use of Criminal force.
- ✓ Assault as well as sexual offences or even unnatural offences.
- ✓ Extortion.
- ✓ Criminal intimidation.
- ✓ Criminal trespass.
- ✓ Offences against property
- ✓ Attempts to commit any or all of the above mentioned offences against the victim(s).
- ✓ All other offences following from the Definition of "Ragging".

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INSTITUTE OF HOTEL MANAGEMENT,LUCKNOW

REGULATIONS

ON

"Curbing the menace of Ragging in IHM Lucknow 2012"

PUNISHMENTS

Depending upon the nature and gravity of the offences established by the Anti-Ragging committee of the institution, the possible punishments for those found guilty of ragging at the institutional level shall be any one or any combination of the following:

- Cancellation of admission.
- Suspension from attending classes.
- Withholding/Withdrawing scholarship/fellowship and other benefits.
- Debarring from representing the institution in any regional,national meet,tournament,youth festival,etc.
- Debarring from appearing in any test/examination or other evaluation process.
- Withholding Results.
- Suspension/Expulsion from the hostel.
- Rustication from the institution for period ranging from 1 to 4 semesters/1 to 2 years.
- Expulsion from the institution and consequent debarring from admission to any other institution.
- Fine of Rs.25000/-
- Collective Punishment;when the person committing or abetting the crime of ragging are not identified, the intitution shall resort to collective punishment as a deterrent to ensure community pressure on the potential raggars.

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**INSTITUTE OF HOTEL MANAGEMENT CATERING TECHNOLOGY AND APPLIED NUTRITION,
ALIGANJ ,LUCKNOW**

HOSTEL RULES AND REGULATIONS(BH)

1. As limited accommodation is available, the facility will be provided as per the list of web-allotment by NCHMCT to newcomers (I Years).
2. Hostel accommodation (for II and Final Years) will be provided to students depending upon vacancies and based on conduct, character and behavior of the student in the past year at the Institute.
3. Each student is provided with a cot, a chair and a study table. The student will be responsible for the safety of these items.
4. Rooms are fitted with tube lights, fans and switchboards. Students should not meddle with the fittings in their rooms or make extra connections. No heater, music system or any such electrical appliances should be used. Violation of these rules will be seriously dealt with and appliances will be ceased followed by disciplinary action.
5. Students are required to bring the following articles in addition to their clothing etc.: -
 - a) Mattress, pillow, blankets, mosquito net/Repellents etc.
 - b) Sets of bed linen, tablecloth, curtains and towels according to their requirements.
 - c) Rain coat or umbrella
 - d) One plastic bucket and mug
6. Hostel student should be as economical as possible in the use of water and electricity. Lights and fans should not be kept "on" resulting in wastage of power. Similarly, water taps should always be kept closed soon after use, including toilets.
7. Any accident or sudden illness should be reported to the hostel warden, immediately.
8. In case of serious illness or infectious disease, the student may be asked to leave the hostel and go to his / parents / guardian or get admitted to Hospital. The Hospital charges and cost of medicines etc., will be borne / paid by the student.
9. Rooms must be maintained in neat and tidy condition. Students will be held responsible for any damage to the rooms / common areas, furniture and electrical fittings etc. The students concerned will have to pay repairing charges as fixed by the Institute authorities in case of any damages during their stay or else the same will be recovered from their caution deposit. Clothes should not be hung or dried in the verandas.

The hostel students are not permitted to keep scooters and motorcycles etc., in the hostel premises. They are not permitted to undertake any part-time studies or assignments without prior intimation and if they do so, they will be liable to vacate hostel immediately apart from other action, if any.
10. They must also keep the common areas like lobby, corridors, staircase and toilets clean and tidy.
11. Students cannot claim to stay in hostel during the vacation and must vacate the hostel immediately on closure of the Institute for vacation.
12. The Hostel Warden will supervise and control the students in matters of accommodation, discipline and general conduct and will enforce rules laid down in these matters as per the terms of the Institute from time to time.
13. The Hostel Warden will report the matters regarding the behaviour, activities and attendance of the students to the Principal for necessary action on such reports.
14. The students of the hostel should not stick or write anything on the walls, doors, windows with chalk, sketch pen, pencil or any other substance and cause any damage to the property of the hostel. No noise, demonstration, playing of outdoor games or music is allowed in the hostel rooms and corridors.

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15. Consumption of alcoholic drinks either inside or outside the hostel is considered as an offence and will be dealt with suitably.
16. They should not keep any valuable articles or too much of cash in possession. The Institute will not be responsible for any losses occurring in the rooms.
17. "RAGGING" is strictly prohibited. Severe disciplinary action will be taken against anyone who commits the offence. Similarly, anyone found breaking the rules will be liable for punishment and / or vacation from the hostel, immediately.
18. No visitors / day scholars will be allowed to pay visit to the hostel without the permission of the Hostel Warden / Principal.
19. During holidays and all working days, the boys must be dressed properly in verandahs and public places and should not give any room for complaints.
20. No subscription of any kind shall be collected by the hostel students without the permission of the Warden / Principal.
21. Membership in the hostel will cease: -
 - a) If a member discontinues his / her studies
 - b) If he / she fails to pay his / her dues within the prescribed dates every month / every term as the case may be
 - c) If character or conduct is not found to be satisfactory
22. The Principal of the Institute can refuse hostel accommodation or ask any individual or all boarders to vacate the premises, at any time within a short notice without assigning any reason.
23. Students should not stay out beyond 08.30 PM. Prior specific written permission should be obtained from Warden in case of returning or staying out beyond 08.30 PM.
24. Any Boarder wishing to stay away or leave headquarters must obtain written permission from the Hostel Warden and submit the leave address, telephone / mobile number so as to help the management to contact in case of any dire necessity.
25. No other/extra facilities will be provided in the hostel than the facilities being provided at present.
26. Students are not allowed to stay in the hostel during the class hours unless their stay is unavoidable due to illness or any other valid reason.
In such cases, they should take prior permission of the warden and communicate the information to the HOD in writing.
27. Wrong or improper entry, in Entry/Exit register. Proxy attendance, tampering with the entries, and misguidance of any nature are punishable with forfeiture of hostel accommodation.
28. Strict silence should be maintained between 09.30 PM to 6.00 AM.
29. All hostellers have to be present in the rooms and keep open the rooms between 09.30 Pm to 10.30 pm everyday, to enable the warden to inspect randomly.

IMPORTANT:

Students should utilize their free time in the hostel completing their homework, assignments and revise or prepare for the next day classes.

PRINCIPAL / CHIEF WARDEN.

Strive for a litter free & clean environment .

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