# PROCEDURE TO APPLY FOR HOSTEL ACCOMMODATION ONLINE - UNDER GRADUATES

➢ **Direct Link to Apply -** http://14.139.245.45/Hostel/ugapplcation.aspx

**STEP 1 -** Enter your Course.

**STEP 2 -** Enter your Roll No.

**STEP 3 -** Fill all columns of Hostel Application Form and submit.

**STEP 4 -** You will get messages through SMS & e-Mail.

1. A unique ID generated.

## [IF MESSAGE IS NOT RECEIVED OR ANY ERROR COMES CONTACT COMPUTER FACILITY IMMEDIATELY]

**STEP 5 -** After Submission of your Application, go to Hostel Section and deposit Hostel Security Money i.e. ₹ 1000/- (Refundable).

**STEP 6 -** Meet Programme Assistant in Hostel Section for verification of your Hostel Application Form.

❖ **Collect your Hostel Allotment Letter from Hostel Section (Only for MBBS and B.Sc Nursing Students).**

❖ **Rest of the allottee will be added in the waiting list as per date of joining, on 1$^{st}$ working day of the coming month. If the date of joining is same then the seniority will be decided on the basis of Unique ID Generated by Computer Facility at the time of submission of Hostel Application Form.**