



SATHYABAMA

INSTITUTE OF SCIENCE AND TECHNOLOGY
(DEEMED TO BE UNIVERSITY)

Accredited "A" Grade by NAAC | 12B Status by UGC | Approved by AICTE
www.sathyabama.ac.in

LETTER OF UNDERTAKING

Academic year 2021-2022

Date: D D / M M / 2022

I _____
 daughter/ son of _____
 studying in _____ (Department) with Roll No. _____
 and Reg No. _____ has read all the rules and regulations of Sathyabama
 ladies Hostel and shall adhere strictly to it. I am ready to face any disciplinary action,
 initiated by the Institution authorities, if I am knowingly or unknowingly found to be failing
 in my responsibility as a hostel inmate. I am also aware that the disciplinary action may
 involve **WARNING, SUSPENSION FROM THE HOSTEL AS WELL AS FROM THE
 INSTITUTION, PENALTY FOR THE DAMAGE (IF ANY) CAUSED TO THE HOSTEL
 PROPERTY**, or any of the combination of the above without any further notice.

I am herewith signing this Letter of Undertaking with full knowledge and aware of
 all the Hostel rules and regulations, which are printed overleaf.

Signature of the Hostel inmate

NAME OF THE STUDENT:

ROOM NUMBER :

NAME OF THE HOSTEL :

NAME OF THE PARENT :

PERMANENT ADDRESS :

CONTACT No. with STD Code (if any):

Mobile (Parent): **Mobile (Student)** :

Signature of the Parent



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Hostel Rules & Regulations

1. For all permissions students must get prior approval from the Warden.
2. While leaving the hostel, students should take the outing card along with them and submit it in the Main Security Gate when returning back to the Hostel
3. Student should report to the Hostel before 8.00 P.M. while returning from outing, in case if student is not reporting in time, the information initially will be communicated to parent, which is also shall be followed by a formal intimation to the local police station depending on the necessity
4. Students leaving the Hostel without prior permission will not be permitted to avail the Hostel facility further.
5. Only Parents/local Guardian is allowed to meet the student inside the campus in the designated place during visiting time.
6. Visiting time for the Parents/local guardian:
 - Week Days : 3.30 P.M. to 6.00 P.M.
 - Weekends : 9.00 A.M. to 5.00 P.M.
 - All Govt. Holidays : 9.00 A.M. to 5.00 P.M.
7. Permission will not be given for attending any coaching class outside the campus during the first year
8. During the working days all the students should leave the hostel campus before 8.45 A.M. and mess will be closed at 8.40 A.M.
9. During the silence hour (9.00 P.M. to 6.00 A.M.) students should be in their respective rooms on all the days.
10. Smoking, chewing pans, liquor, drugs or any unhealthy, unethical practices are strictly prohibited inside the Institution premises.
11. Hostel fee is for the current semester and it is not refundable or adjustable in any circumstances
12. Students are not allowed to paste any wallpapers or stickers or scribble on the hostel walls. Students are requested to keep their rooms clean.
13. Institution will not be responsible if any of your personal belongings is lost /theft/damaged
14. Monthly maximum of three outings are allowed for the hostel inmate
15. Please follow the instructions mentioned in the 'Code of Conduct' posted in our website under student zone
16. Night stay in the local guardian home is not allowed.
17. Legal formalities relating to this is confined to Chennai Jurisdiction only.

I hereby accept all the rules and regulations of the hostel and I request you to grant me the admission in the hostel. Any violation or misbehavior in this regard, shall be faced with any consequences or leading to expel from the hostel.

Date:

Signature of Student

Signature of Parent