**Date 7th August**

**Shaheed Sukhdev College of Business Studies**

**Hostel Admission Notice (2023-24)**

1. **Hostel Admission for the first list for second & third year students will be held on 7th August 2023 to 9th August 2023 from 11 pm to 2 pm in room number 26 warden office boys hostel in the college.**
2. Students can select their roommates and can inform the same at the time of admission to the hostel committee.

However, it is advised that students choose their roommates from their own batch.

1. **Procedure for Admission:** Following steps need to be completed for hostel admission
	* Download the admission form & carry all the documents as required. Report to room 26 warden office boys hostel in the college for verification of documents.
	* Candidate has to make an online payment of fees only after the verification of the admission form and documents.
	* Proof of online payment of fees needs to be submitted to room 26 warden office boys hostel in the college to complete the admission formalities.
	* Get hostel room allotted & collect room keys.
2. Documents required for Admission
	* Hostel admission form, duly filled and counter signed by parents / Legal Guardian / Local Guardian  Proof of online payment of hostel fees.
	* Undertaking(s) as specified and signed
	* Medical fitness certificate from a Qualified Medical Practitioner
	* Covid 19 vaccination certificate
	* Duly filled Identity card proforma of student
	* Duly filled Identity card proforma of localguardian  Self-Attested photographs of student (seven copies)
	* Self-Attested photograph of the Father / Mother / Legal Guardian (one copy)
	* Self-Attested photograph of the Local Guardian (One copy) (a student cannot become local guardian of another student)
	* Copy of the mark sheet of the previous year/semester
	* Address proof of Parents / Legal Guardian (any one of the following)
	* o Self-Attested copy of the Aadhaar Card

 o Self-Attested copy of the Election Card/ Ration Card/ Passport

 o Proof of Parent’s present address

**5. Hostel Fees**

Students have to pay the fees online using the link given below:

<https://sscbs.du.ac.in/fee/>

The entire fee has to be paid at the time of admission.

Fees breakup for amount payable at the time of admission **2023–24: \*\***

|  |  |  |  |
| --- | --- | --- | --- |
|   | **Particulars**  | **Amount(Rs)** **(For 3rd and 5th Semester)**  | **Amount(Rs)** **(For 4th and 6th Semester)**  |
| 1  | Admission Fees  | 1,000  | 0  |
| 2  | Caution Money(Refundable)  | 5,000  | 0  |
| 3  | Development Fees  | 10,000  | 0  |
| 4  | Establishment Charges  | 37,002/-  | 37,002/-  |
| 5  | Mess Charges.  | 27,342/-  | 27,342/-  |
|   | **Total**  | **80,344/-**  | **64,344/-**  |

**\*\* Subject to the approval of the Governing Body**

**Notes:**

1. Except the caution money, no other fees are refundable.
2. **Foreign Students are required to pay an additional fee of $100 as onetime payment (non-refundable), besides the mentioned categories of 1, 2,3,4,5 at the time of admission.**

 Ms. Kishori Ravi Shankar Dr.Madhu Totla Dr. Neeraj Sehrawat Dr.Narander Nigam

 Warden (Girls Hostel) Deputy Warden (Girls Hostel) Warden (Boys Hostel) Deputy Warden (Boys Hostel)