13th June, 2024

Shaheed Sukhdev College of Business Studies Hostel Admission Notice (2024-25)

## Hostel Admission for the students will be held on 13th and 14th June 2024 from 10am to 1pm in room number 26 warden office boy’s hostel in the college.

1. 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.
2. **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 number 26 warden office boy’s 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 number 26 warden office boy’s hostel in the college to complete the admission formalities.
	* Get hostel room allotted & collect room keys.
3. **Documents required for Admission**
	* Hostel admission form, duly filled and counter signed by parents / Legal Guardian / Local Guardian
	* Undertaking(s) as specified and signed
	* Medical fitness certificate from a Qualified Medical Practitioner.
	* Covid 19 vaccination certificate
	* Self Attested Identity Card.
	* **Caste Certificate. ( If applicable)**
	* Duly filled Identity card proforma of local guardian. Signed by the local Guardian.
	* Self-Attested photographs of student (Five copies).
	* Self-Attested photograph (Two copy) & Identity of the Father / Mother.
	* Self-Attested photograph (Two copy) & Identity of the Local Guardian (a student cannot become local guardian of another student)
	* Copy of the mark sheet of the 12th standard and proof of the score in CUET (For 1st year students only).
	* **Copy of the Last Semester Marksheet.**
	* Address proof of Parents & Legal Guardian (any one of the following)
		+ Self-Attested copy of the Aadhaar Card
		+ Proof of Parent’s present address.

**Hostel Fees -** Students have to pay the fees online using the link provided at the time of admission.

**Fees Breakup for the amount payable at the time of admission 2024–25: \*\***

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| --- | --- | --- | --- |
|  | **Particulars**  | **Amount (Rs) (For Odd Semester****Students)** | **Amount (Rs) (For Even Semester****Students)** |
| 1 | Admission Fees | 1,000.00 | 00.00 |
| 2 | Caution Money (Refundable) | 5,000.00 | 00.00 |
| 3 | Development Fees | 10000.00 | 00.00 |
| 4 | Establishment Charges | 37002/- | 37002/- |
| 5 | Mess Charges\*\* | 27342/- | 27342/- |
|  |  **Total**  | **80344/-** | **64344/-** |

\*\* Subject to revision in 2024-25.

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##  Notes:

1. Except for the caution money, no other fees are refundable.

## Foreign Students are required to pay an additional fee of 19,800/- as a one-time payment (non- refundable), besides the mentioned categories of 1, 2, 3, 4, and 5 at the time of admission. (Student from SAARC countries are exempted to pay the additional fee).