

## REQUEST FOR MCS HOSTEL ACCOMMODATION

### 1. Basic Data (Capital word filling)

- a. NC/ PC/ ASC \_\_\_\_\_ Name \_\_\_\_\_ Male/ Female \_\_\_\_\_ Course \_\_\_\_\_
- b. NUST Merit No \_\_\_\_\_ Semester \_\_\_\_\_
- c. CNIC No \_\_\_\_\_
- d. Date of Birth \_\_\_\_\_
- e. Father's Name \_\_\_\_\_ Father occupation \_\_\_\_\_
- f. Guardian's Name \_\_\_\_\_ Guardian's occupation \_\_\_\_\_
- g. Ward of Shuhada (Yes/ No) \_\_\_\_\_ Ward of Orphan (Yes/ No) \_\_\_\_\_
- h. Disabled/ Special Student (Yes/ No) \_\_\_\_\_ Nature of Disability \_\_\_\_\_
- i. Permanent Address \_\_\_\_\_
- j. Postal Address \_\_\_\_\_
- k. Father/Mother/Guardian's Cell No \_\_\_\_\_
- l. Personal Contact No \_\_\_\_\_
- m. Landline Contact No \_\_\_\_\_
- n. Domicile \_\_\_\_\_
- o. Email Address \_\_\_\_\_

### 2. Medical History

- a. Do you have any specific medical issue (Yes/ No) \_\_\_\_\_
- b. If yes specify the disease you are suffering from \_\_\_\_\_

3. Relatives Allowed to Meet the Student. MCS does not allow any relative other than parents / guardians to meet the students living in hostels. In case parents want a specific relation of the students to meet her, please specify their particulars below:-

Ser	Name	Relation	CNIC	Contact #
a.				
b.				
c.				

### 4. Hostel Security Deposit (Refundable)

- a. Hostel Security (Refundable) of **Rs 30,000.00** will be remitted along with request for hostel accommodation through bank draft or Cash deposit in favour of **(PC NCs MCS) Rwp account # 164165050010-2 Askari Bank Ltd Lalkurti Branch, Rawalpindi**. The draft or cash deposit slip must be dispatched to **Cadets Wing Military College of Signals Rawalpindi**.
- b. Amount deposited on acct of refundable hostel security i.e (Rs 30,000) will be refundable on vacation of hostel.
- c. Minimum mandatory duration of stay in the hostel is 1 year. **(In case of vacation before completion of 1 year, hostel security will not be refunded)**.
- d. **Note:** Submission of this form does not guarantee allotment of hostel. Accommodation will be allotted as per "NUST Hostel Allotment SOP" available on NUST website.

### 5. Basic Hostel Rules & Regulation

- a. All students must abide by hostel rules & regulations as per hostel SOP.
- b. In timings for students are as under:-  
2030 hrs (female students)  
2130 hrs (male students)
- c. Students are not allowed to stay outside hostel after above mentioned timings.
- e. All students must report back from weekend on Sunday before above mentioned timings.
- d. Students will only be allowed to proceed on leave / weekend with permitted visitors.
- f. Students will be allowed to obtain night pass during weekdays only under special circumstances / emergencies and after taking formal permission from Coy Comd / Warden.
- g. Visitors are not allowed inside hostel premises.
- h. A student can be warned / fined and even expelled from hostel on the grounds of violating the basic hostel rules or involved in any inappropriate activity / conduct which is morally or ethically wrong.
- i. Students will pay all the required hostel dues within the given deadline during semester breaks, all charges less messing will be deducted from students.
- j. **Students will retain hostel accommodation for complete academic year (till 31 August or the date notified otherwise). If any student wants to vacate the hostel during any stage of the academic year, he will be charged hostel dues for the complete academic year and hostel security will not be refunded.**

## DECLARATION BY THE CANDIDATE

I \_\_\_\_\_ S/D/O \_\_\_\_\_ Course \_\_\_\_\_ Year \_\_\_\_\_ CNIC  
No \_\_\_\_\_ Mobile No \_\_\_\_\_ declare that:-

- a. All information given in **Hostel Accommodation Form** are correct & true.
- b. I shall not extend my stay in hostel beyond my On-Campus time as mentioned in SOP.
- c. **I have read and understood the rules and regulations regarding NUST / MCS anti-ragging policy and I undertake not to indulge, directly or indirectly, in any ragging activity inside the hostel premises. I shall report any ragging incident immediately to Hostel Manager / Company Commander. I may be expelled from hostel if found involved in any ragging incident.**
- d. I shall not allow any day scholar or outsider in my room.
- e. I shall not leave the hostel without prior permission of Hostel Manager / Company Commander and return to hostel before the prescribed time.
- f. **If any breakage, damage is observed in my room inventory / hostel property or any item is misplaced, I shall be responsible to pay the total cost of broken / damaged or misplaced item in addition to fine as per SOP.**
- g. I shall not participate / attend un-official competitions, functions and trips without formal permission from parents, department and Cadets Wing. In case of violation; I shall be liable for suspension from the hostel or any other penalty / fine as decided by Cadets Wing.
- h. I shall not use electrical appliances, such as, electric kettle, heater, iron, emersion rod and if I am found using any of these items, I agree to be fined as per SOP.
- i. **I shall not indulge in any immoral activity prohibited by NUST and MCS rules and will ensure that I am not in possession of any banned item given in para '32 c' of "MCS Hostels SOP".**
- j. I shall meet / go with only the authorized visitors permitted by my parents in para 4 of this form.
- k. **In case of violation of any of the rules / policies / orders / instructions, necessary disciplinary action may be taken against me including expulsion / suspension from the hostel and / or even rustication from the College.**
- l. I have read the "MCS Hostel SOP" and I shall abide by all the rules and regulations mentioned in the SOP. Moreover, I shall also adhere to all the laid down procedures and instructions passed on to me from Cadets Wing from time to time.

Dated: \_\_\_\_\_

Signature of Candidate

**DECLARATION BY THE PARENTS / GUARDIAN**

I \_\_\_\_\_ F/O/M/O/G/O \_\_\_\_\_ CNIC No  
\_\_\_\_\_ Mobile No \_\_\_\_\_ do undertake that I have studied  
the "MCS Hostel SOP" and **I hereby fully endorse the above undertaking / declaration (para a to I)  
given by my son / daughter** \_\_\_\_\_. I take full responsibility that my son /  
daughter will ensure the above stated undertaking in true letter and spirit. I also undertake to pay / clear  
all his / her hostel dues / subscriptions for the entire period of stay at the hostel in time.

Dated: \_\_\_\_\_

Signature of Parents / Guardian