
PROCEDURE FOR APPLYING FOR HOSTEL ACCOMMODATION

1. As already informed individually, the students who had disciplinary issues in the hostel during the last semester would not be allotted rooms for this semester.
2. Those who wish to request for the hostel accommodation:
 - a. shall bring the “**Rules, Regulations and Responsibilities of Hostellers**” document signed by their declared guardian / parent. This form can be downloaded @<http://www.vmtw.in/download.php>
 - b. shall submit application form of a request on-line. This is an on-line application available @www.vmtw.in. However the student seeking Hostel accommodation must have registered for the academics, and then submit the declaration form.
 - c. shall also had cleared hostel-arrears of earlier years, if any.
3. After submission of the request form and its approval by the administration, the hostel fee has to be paid.
4. Payment of hostel fee will enable the administration for allotting hostel room number to the student. The room number could be of student’s choice but on ‘**first come first serve**’ basis.
5. All hostel students shall get pass from office for their parents or guardians (Bring one passport size photo graph of your parent/ guardian).

From this academic year, non-pass holders will not be permitted to the hostel to meet the students. However in the absence of pass, once their parents /guardian are recognized by office staff / warden, the parent / guardian will be issued temporary pass but on payment basis only. This is only to discourage parents coming to the hostel without actual pass. This temporary pass will be issued at the gate as well as in the college office. This pass has to be returned at the gate while leaving the college premises as this is valid for the day of issue only.

6. From this semester onwards all the hostel students are encouraged to do YOGA during morning hours. The college is engaging one yoga teacher for this purpose. **Students are not charged for this arrangement.** One staff member would coordinate this program.
