



**UNDERTAKING FORM  
FOR HOSTEL FACILITY  
(For New Candidates)**

*(for office use only)*

Student File No.:- \_\_\_\_\_

University Registration No: \_\_\_\_\_

Hostel Registration No: \_\_\_\_\_

Hostel: \_\_\_\_\_

Room No: \_\_\_\_\_ Seater: \_\_\_\_\_

Hostel Fee: \_\_\_\_\_

**Important Instructions**

- Please refer to the Guidelines in the Admission Prospectus and/or the [www.klr.ac.in](http://www.klr.ac.in) for any details.
- For applying for hostel, Original Medical Certificate, format to be obtained from the Counseling and Admission Department and/or the website is to be submitted by candidate along with other essential documents at the time of re-registration.
- No column should be left blank. Write **N.A.** if not applicable.
- All the details should be filled in **Block Letters**
- Duly filled in Undertaking Form is to be signed by the candidate with blue/ black pen and duly countersigned by the parent/ guardian.

Name \_\_\_\_\_

NAME OF THE INSTITUTION: \_\_\_\_\_

Programme \_\_\_\_\_ Stream (If applicable) \_\_\_\_\_

Programme Code \_\_\_\_\_ Term/Semester \_\_\_\_\_

Lovely School/ Institute/Centre of \_\_\_\_\_

**Hostel facility to be availed for the current academic year**  
Mention the order of preference (1, 2, 3.....) after checking availability from the Counseling and Admission Department.

Two Seater       Three Seater       Four Seater

Five Seater       Six Seater       Dormitories (without attached washrooms)

**Permanent Address**

Address \_\_\_\_\_

Town / City \_\_\_\_\_

District \_\_\_\_\_

State / UT \_\_\_\_\_

Country \_\_\_\_\_ Pin/Zip \_\_\_\_\_

**Correspondence Address (If different from permanent address)**

Address \_\_\_\_\_

Town / City \_\_\_\_\_

District \_\_\_\_\_

State / UT \_\_\_\_\_

Country \_\_\_\_\_ Pin/Zip \_\_\_\_\_

**Telephone No:**

<p><b>FATHER</b></p> <p>Residence (with STD Code) _____</p> <p>Office (with STD Code) _____</p> <p>Mobile _____</p> <p>E-mail ID _____</p>	<p><b>MOTHER</b></p> <p>Residence (with STD Code ) _____</p> <p>Office (with STD Code ) _____</p> <p>Mobile _____</p> <p>E-mail ID _____</p>
<p><b>Self-Mobile</b> _____ <b>Self-E-mail ID:</b> _____</p>	

**UNDERTAKING FOR HOSTEL FACILITY BY THE STUDENT**

I, \_\_\_\_\_ S/o/ D/o \_\_\_\_\_ do hereby solemnly affirm and undertake that:

1. I shall abide by all the provisions of the KLR INSTITUTIONS and Govt. Act, Statutes, Ordinances, Regulations, Rules, Orders, Instructions, Information, Guidelines, Manuals, Code, Circulars etc. in force and as amended from time to time (hereinafter jointly referred to as "the Provisions") of and/or framed by the Government, University, KLR Institutions, sponsoring Trust and their Institutes, Schools, Departments, Divisions, Centers, other constituent units, establishments and facilities including hostels, transportation etc. and concerned authorities, officers, assigns and employees ( hereinafter referred to as "the Management"). The Management will be at liberty to impose any penalty or any disciplinary action(s) on me being found guilty of, any sort of misconduct or indiscipline or disobedience or malpractice within or outside the precincts of the Institution, or any act which is detrimental to the interest of the Institution. The Management, in such case, may discontinue my stay in the Institution and I shall not be entitled for any refund of admission fee, hostel fee, bus fee and any other fee / charges paid to the Institution and I shall also be liable to pay the pending fee, dues, penalty, etc.
2. I shall retain the hostel accommodation for the full academic session (i.e. one year) and if due to any reason I leave the hostel during the academic session (one year), I shall pay the hostel charges for full academic year.
3. The Management is entitled to provide me the residential accommodation, at its own or through any other arrangement, in and outside the campus, as may be decided by the Management.
4. I shall not be entitled to claim my admission to the hostel as a matter of right.
5. I am aware that ragging is a criminal offence and is strictly prohibited. I shall not indulge directly or indirectly in any act of ragging on the campus, in hostels or outside the campus of the Institution. If I indulge in ragging, the Management may take appropriate disciplinary action (including rustication/expulsion from the hostel and/or the Institution) against me and further legal action as per law of land.

6. I shall not possess, use or deal with any kind of intoxicating material including alcohol, drugs of any kind, gutka, tobacco, cigarettes, chew gums or any other sedative materials and on being found guilty, the Institution may take any disciplinary action(s), including rustication/expulsion, against me.
7. I shall not possess, use or abet the use of any kind of weapons including sticks, rods, explosives, firework or any such material and on being found guilty, the Institution may take any disciplinary action(s), including rustication/expulsion, against me.
8. I shall be liable to pay for any damage caused by me to the property of the Institution either alone or jointly with others and face disciplinary action.
9. I do not have the tendency, and shall not make any attempt, to commit suicide or abetting or inciting any other person to commit suicide or anything unwarranted and /or prohibited by law or otherwise and shall not give any sort of threats to commit suicide or likewise and or being found guilty of the aforesaid action, I myself shall be responsible for any consequences under law and the expulsion/rustication from the Institution and any other legal action under the law of land. The Management shall not be responsible for the same.
10. I am medically fit and have no communicable and serious diseases like that of fits, any sort of attacks or any other I shall pay for any expenditure incurred by the Institution on my treatment for any sickness or personal injury due to any reason during the course of my study at the Institution.
11. I shall not keep excess cash and valuables with in the hostel and in case of any loss or damage of cash or valuables, including mobile phones, PC, laptop or any other personal belongings, the Institution shall not be responsible for any kind of compensation.
12. I understand that parking of vehicles (if allowed) in the hostel will be at my own risk and in case of any loss of personal belongings; loss or damage to the vehicle or parts /accessories of the vehicles, the Institution shall not be responsible for any type of compensation.
13. I will have to vacate the hostel in case of any requirement of the Institution for some specific period for any reasons including accommodating guests, delegates, participants of any event, for maintenance work etc.
14. I shall not collect any money from any student(s), employee(s) or other person(s) for any purpose including donations, contributions/gathering without the written approval of the Institution.
15. The Management has the full authority to call/send for official/academic purposes any time even during holidays or for early or delayed stays even during nights.
16. The Management have the full authority for the inspection of the room, bags, almirahs or any of my personal belongings at any time.
17. I understand that hostel, allotted at the time of admission or otherwise, may be shifted to other hostel, at any time and the allotted room, floor and other facilities in the hostel may also be changed at any time, as decided by The Management.
18. I shall not allow any unauthorized person to enter or stay in my room.
19. I shall myself take precautions against insect-bites, dog-bites, snake-bites, animal-bites, plant-bites and such other infections and diseases and shall carry the first –aid kits every time and the University shall not be liable for such infections and diseases.
20. I shall not misuse electricity by using electrical gadgets like irons, heaters, audio players, juicers etc.
21. I understand that the hostel fee does not include the electricity charges/amount and I shall be liable to pay the electricity charges/amount separately in addition to the hostel fee as decided by The Management.
22. I understand that the hot water supply shall be available in winter only for fixed timings in the washrooms, as decided by The Management.
23. If I absent myself from the Institution without permission, I am liable for disciplinary action, which may amount to my rustication/expulsion from the Institution.
24. If declared ineligible for appearing in any examination of the University, on account of shortage of attendance or any other reason whatsoever or if ordered by the Institution authorities at any time, I shall vacate the hostel immediately. Readmission to hostel in the forthcoming term/semester may be allowed only at the sole discretion of the Management.
25. All type of charges and fee as charged by the Institution are subject to revision from time to time.
26. For any unforeseen issues arising, that is not covered by this Undertaking, or in respect of all the matters, not expressly provided herein, the Institution may take an appropriate decision that shall be final and binding on me and all other concerned.
27. I am giving this undertaking with full understanding and state that the information given by me above are true and complete to the best of my knowledge and belief and the certificates, documents and other information submitted by me are genuine and nothing has been concealed / suppressed. I understand that if any of the statements made by me above is found incorrect, I shall be liable to such disciplinary action(s) and/ or penalty as may be decided by the Management, notwithstanding legal action under the law of the land. In such case, the hostel fee and other charges deposited by me shall be forfeited.
28. The Management reserves the right to frame, amend, revoke or repeal the Provisions including hostel timings and that will be effective and binding on all the concerned, as decided by the Management from time to time.
29. The Courts in Khammam district shall have the jurisdiction over all disputes arising out of or in respect of matters relating to students including admission, academics, administration, hostel, transport and all other matters.

Place: .....

.....

Date: .....

(Signature of the Student)

**RAGGING IS STRICTLY PROHIBITED**

As per the Supreme Court judgment in *Vishwa Jagriti Mission v. Central Government and Others* (2001) 6 SCC 577, AND as per Act of Govt. of A.P. ragging, ragging is a cognizable criminal offence and is strictly prohibited. If any incident of ragging comes to the notice of the University, the concerned student shall be given liberty to explain and if his explanation is not found satisfactory, the University would expel him from the University.

**UNDERTAKING TO BE SIGNED BY THE PARENT / GUARDIAN**

I, \_\_\_\_\_ S/o/D/o \_\_\_\_\_ do

hereby solemnly affirms and undertake that:

1. My son/daughter/ ward, \_\_\_\_\_ has submitted this Undertaking for Hostel Facility with full understanding and my express permission; and I shall hold myself responsible for his/her good conduct and behaviour as a student of the KLR Institutions and adherence to the Provisions.
2. I shall hold myself responsible for payment of all his/her fee and other charges during his/her stay in the hostel and pending dues, penalty, etc.
3. I shall, myself, be responsible for any sort of liability arising and any civil or criminal case lying against my son/daughter/ward during the course of study.
4. I endorse the undertaking given by my son/daughter /ward.

Place: .....

.....  
(Full signature of the Parent/Guardian)

Name.....

Relationship with the Student.....

**INDEMNIFICATION**

I hereby indemnify the Management of KLR Institutions, against all rights and claims by myself, my dependants, next of kin or other legal representatives for compensation for damages or disability arising out of personal injury or death due to any reason during the course of my study (on campus or off campus) in the University including during study, industrial visits, trainings, tours, conduct of practical, working in laboratories or workshops, stay in hostel, traveling in the transport or otherwise (within or outside the precincts of the University).

**Place:** .....  
**Date:** .....

.....  
**(Signature of the Student)**

**(To be countersigned by the Parent/Guardian)**

Place: .....

.....  
(Full signature of the Parent/Guardian)

Name.....

Relationship with the Student .....

**for office use only**

Allotment Status: Confirmed/Rejected/Any Other \_\_\_\_\_

Name of the Hostel: \_\_\_\_\_ Type: \_\_\_\_\_

Total Hostel Fee (Annually): \_\_\_\_\_ Fee Paid: \_\_\_\_\_

Balance (if any): \_\_\_\_\_

Date: .....

.....  
(Signature of dealing official)