

REQUEST FOR MCS HOSTEL ACCOMMODATION (MALE)

1. **Basic Data**
- a. Name _____ Discipline _____
- b. Registration No _____ Semester _____
- c. CNIC No _____
- d. Date of Birth _____
- e. Father's Name _____
- f. Guardian's Name _____
- g. Permanent Address _____
- h. Postal Address _____
- i. Father/Mother/Guardian's Cell No _____ Personal No _____
- j. Residence _____ Phone No _____
- k. Domicile _____
- l. Email Address _____

2. **Previous Hostel Experience**
- a. Lived in Hostel at _____ Pd of Stay _____
- b. Were you expelled from hostel before Yes/No
- c. If Yes, on what ground _____

3. **Medical Record**
- a. Do you have any medical problem Yes/No
- b. If yes specify the disease you are suffering from _____

4. **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.				
d.				

Hostel Security Deposit

- a. Hostel Security Refundable (to be deposited on joining) **Rs 20,000.00**
- b. Please remit the amount Rs. 20,000.00 through bank draft in favour of **GK Hostel account # 164165050057-6 Askari Bank Ltd Lalkurti Branch, Rawalpindi**. The draft must be dispatched to **Cadets Wing Military College of Signals Rawalpindi**.
- c. Amount deposited on acct of refundable hostel security i.e (Rs 20,000) will be refundable on vacation of hostel.
- d. Minimum mandatory duration of stay in the hostel is 1 year. **(In case of vacation before completion of 1 year, only 50% of hostel security will be refunded).**

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:-
1900 hrs (in winter)
2100 hrs (in summer)
- c. Students are not allowed to stay outside hostel after above mentioned timings.
- d. Students will only be allowed to proceed on leave / weekend with permitted visitors.
- e. All students must report back from weekend on Sunday before 2100 hrs.
- f. Students will be allowed to obtain night pass during week days 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 immoral 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. *PG students of final semester shall retain hostel accommodation for full semester (six months) and if due to any reason they leave the hostel during final semester they should pay the hostel charges for complete semester.*

DECLARATION BY THE PARENTS / GUARDIAN

I _____ F/O/M/O/G/O _____ do undertake, that I have studied the "Rules & Regulation for MCS Hostel Residents" and I shall be responsible for the conduct and behavior of my ward _____ during his stay in the hostel and he will not be involved in any act of indiscipline. I also undertake to pay / clear all her hostel dues for the entire period of her stay at the hostel.

PERMISSION FOR GOING OUT

I _____ F/O/M/O/G/O _____ declare that my son may be permitted to go with only the authorized visitors permitted by me in para 4.

Signature of the Parents / Guardian

DECLARATION BY THE CANDIDATE

I _____ S/O _____ declares that:-

- a. All information given in above form paras are correct & true.
- b. I have read the "Hostel Stay 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 Hostel Management from time to time.

Dated: _____

Signature of Candidate