

होटल प्रबंध, खान-पान प्रौद्योगिकी एवं  
अनुप्रयुक्त पोषण विज्ञान संस्थान  
आल्ट, पर्वरी-गोवा  
दिनांक: 28.06.2022

## **सूचना/NOTICE**

Accommodation for 2<sup>nd</sup> year and 3<sup>rd</sup> year students of B.sc in H & H.A is available at LIG/MIG Flats. Seats will be provided on first come first serve basis.

### **Following is the bank detail for fee payment:**

A/c Name:-Institute of Hotel Management, Catering Technology & Applied Nutrition Goa

Bank Name & Branch:-Canara Bank, Porvorim Branch

A/c no. 72213050000063

IFSC Code- CNRB0017221

Kindly share Hostel Application Form and UTR No. with date once the payment is done at [donna.dsouza@ihmgoa.gov.in](mailto:donna.dsouza@ihmgoa.gov.in)

**Note: No meals will be provided.**

  
(डोना डिसूज़ा/DONNA D'SOUZA)

प्रधानाचार्य/सचिव / PRINCIPAL/SECRETARY

होटल प्रबंध, खान-पान प्रौद्योगिकी एवं अनुप्रयुक्त पोषण विज्ञान

संस्थान - गोवा के लिए और की ओर से/for and on behalf

of Institute of Hotel Management, Catering  
Technology & Applied Nutrition - Goa.

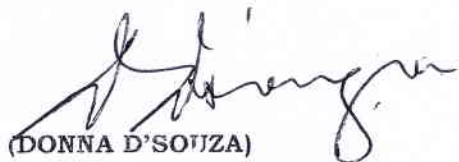


**HOSTEL FEE STRUCTURE (MIG/LIG FLATS)**  
**FOR THE ACADEMIC YEAR 2022-2023**

Fee for 2nd Year B.Sc. In H & H.A.	
FEES	AMOUNT PAYABLE
Hostel Fees	₹ 7,350.00
Hostel Caution Money Deposit	₹ 2,500.00
<b>TOTAL</b>	<b>₹ 9,850.00</b>

\*Fees paid are non-refundable except CMD. CMD will be refunded after deducting amount towards wear & tear.

Date:-26.06.2022



(DONNA D'SOUSA)

**PRINCIPAL/SECRETARY**

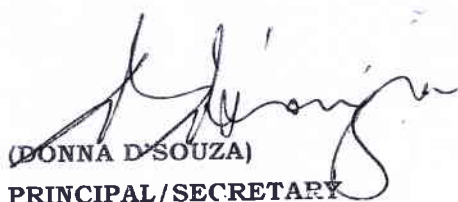
for and on behalf of Institute of Hotel Management,  
Catering Technology & Applied Nutrition – Goa.

**HOSTEL FEE STRUCTURE (MIG/LIG FLATS)**  
**FOR THE ACADEMIC YEAR 2022-2023**

Fee for 3rd Year B.Sc. In H & H.A.	
FEES	AMOUNT PAYABLE
Hostel Fees	₹ 14,700.00
Hostel Caution Money Deposit	₹ 2,500.00
<b>TOTAL</b>	<b>₹ 17,200.00</b>

\*Fees paid are non-refundable except CMD. CMD will be refunded after deducting amount towards wear & tear.

Date:-27.06.2022



(DONNA D'SOUZA)  
PRINCIPAL/SECRETARY

for and on behalf of Institute of Hotel Management,  
Catering Technology & Applied Nutrition – Goa.

APPLICATION FORM FOR ACCOMMODATION IN  
RENOVATED FLATS

ACADEMIC YEAR: 20\_\_\_\_ - 20\_\_\_\_

FOR OFFICE USE ONLY

Application No. \_\_\_\_\_ Date of Issue: \_\_\_\_\_

GRANTED / NOT GRANTED ACCOMMODATION

Remarks \_\_\_\_\_

Applicant's Name: \_\_\_\_\_

Parent's Name: \_\_\_\_\_

Parent's Residential Address: \_\_\_\_\_

Mob. No.: \_\_\_\_\_ Tel. No.: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

Parent's Official Address: \_\_\_\_\_

For 2<sup>nd</sup> Year/ 3<sup>rd</sup> Year B.Sc. students only

Attendance in 1<sup>st</sup> Year: \_\_\_\_\_ Attendance in 2<sup>nd</sup> Year : \_\_\_\_\_

Were you penalized in the past for violation of Hostel Rules: Yes/No

I have read, understood and accept all the rules and regulations of the Hostel that are printed in the Prospectus and I agree to abide by the same. I am aware that I will be fined/ penalized if I do not abide by the same. I agree to vacate the hostel immediately after the Annual/Semester Examination conducted by National Council for Hotel Management & Catering Technology.

I will forfeit all the fees if I quit the Hostel for any reason or I am expelled from the Hostel.

Applicant's Signature

Signature of Applicant's Parent

(This parent's signature must appear on all future communication with the Warden)

FOR WARDEN / CARETAKER'S USE ONLY

HOSTELITE'S NAME: \_\_\_\_\_

ROOM NO.: \_\_\_\_\_ BED NO.: \_\_\_\_\_

PARENT'S NAME: \_\_\_\_\_

Hostelite's signature

Parent's Signature

# IMPORTANT INSTRUCTIONS TO HOSTELITES

- **Attire.**  
Be properly dressed at all times, even while in the room.  
(Acceptable: H/S T-shirt, Bermuda shorts. Not acceptable: lungis, sleeveless T-shirts, small shorts).  
Always carry your Hostel Identity card with you after college hours.

- **Character & Conduct.**  
Be courteous and respectful in the Hostel, especially to the Warden, caretaker and senior hostelites.  
Do not protest/ argue with any of the Hostel staff, representatives or Security guards while they are carrying out their duty. Seek clarifications at a later time.  
Do not abuse anyone- physically nor verbally, nor use foul language.  
Do not pass hurtful remarks against anyone, irrespective of religion, gender or caste, etc  
Do not create a nuisance and disturbance. Do not hold unauthorized meetings or celebrations.

- **Rooms.**  
*The room is exclusively for you and your room-mates. Do not entertain anyone else in your room.*  
Take care of your room key and do not give it to anyone else. Lock your belongings securely.  
Do not keep in your room: any cash/ items that are valuable to you.  
No friends are permitted in the flat.  
Keep the windows, doors, window sills, grills, etc clear from any objects.

## Rooms Inspection:

Keep your rooms clean at all times.  
The Caretaker/ Hostel Warden may inspect the room at any time of day or night and the hostelite shall co-operate with them in allowing them to do their duty without interruption or delay.  
Repeat offenders will invite stricter vigilance.

- Fold & put away all clothes. Arrange footwear in order in the balcony. Soiled clothes must be put neatly into a bucket & kept in the balcony.
- De-clutter the desk/bed/chairs. Tidy up all personal belongings.
- Make the bed. Air out the room. (freshen it up)
- Sweep up the dirt in the room and balcony.
- Empty the garbage bin.

- Damp wipe the tables, chairs and window sills.
- Sweep, mop the room and balcony.
- Clean spots/ stains from walls and doors. Clean switchboard.
- Clean up bathrooms, toilets, wash basins, mirrors.
- Report any faulty switches, lights, fans, taps to the Maintenance Dept

- **Timings.**  
Complete all personal work by 10:30 pm.

- **ODC's.**  
Lists of Hostelites taking part in ODC for Sat/ Sun must be submitted to the Warden on Friday, or previous day of the Holiday.  
No substitution permitted unless approved by the F&B Department.

APPROVED ACTIVITIES		
Reporting to Hostel	08:30 pm	Daily
	09:30 pm	Sat
Daily cleaning	7:45 pm to 8:00 pm	Mon-Sat
Weekly cleaning	4:00 pm to 5:00 pm	Sun
T.V. timings	5:30 pm to 10:30 pm	Daily
	Till midnight	Fri, Sat, before a holiday.
Playing music	7:00 am to 2:00 pm	Daily
	4:00 pm to 10:00 pm	
Sports	5:30 pm to 8:30 pm	Daily
Gym	6:00 am to 7:00 am (Gents)	Daily
	7:00 pm to 8:30 pm	
	7:00 am to 8:00 am (Ladies)	Daily
	5:30 pm to 7:00 pm	

- **Leave.**  
Request letters from parents should reach the Principal 7 days prior to leave, either by courier/ Registered post. Parents' signature on the letter must match with Institute records and must state clearly the date when you will report back to the Hostel. Emails and Faxes are not accepted.  
Faxes are accepted only in case of dire emergency and only after obtaining the explicit permission of the Caretaker/ Warden/Principal.  
Supporting documents must be couriered within 2 days.

- **Hygiene and Sanitation.**  
Throw garbage in the bins and not out of your window.  
Flush the toilet after every use. Do not mess up the entire area.  
Keep the surrounding area dry. Clean the bathroom after you use it.  
Do not share personal articles like towels, razors, soap- you may catch/ spread a disease.  
Do not spend too much time in the bathroom / toilet.  
Do not smoke in toilets/ washrooms. Do not spit.  
Use a tumbler for drinking water. Do not drink directly from the tap.

## OFFENCES AND PENALTIES

The Institute encourages hostelites to develop good habits, and a positive co-operative attitude. Listed below are some of the offences and fines which may be levied on each Hostelite, individually, for violation of Hostel rules. The fines are only meant to discourage/ reduce wrongdoing. Parents and guardians are advised to co-operate with the Institute in this endeavor.

Repeat offenders may be asked to vacate the Hostel, after being warned thrice by the Caretaker/ Warden, thus forfeiting all the fees paid.

1) Going for picnics, involvement in fights, abusive language, damaging hostel property, intentionally or otherwise.	Rs.500/-, cost of replacement, expulsion from the hostel or all of the above.
2) Staying back in the flat during regular class hours	Rs.300/- per instance
3) Absconding (absence without prior permission, or without valid reason)	Rs.250/- per day
4) Late return from vacation or proceeding for leave without prior intimation.	May result in expulsion from the hostel.
5) Smoking, drinking, drugs, gutka, substance abuse, and having in his or her possession any of cigarettes, alcohol, drugs, gutka or similar abusive substances. (anywhere in the room) Playing cards, gambling in any form.	Rs.500/- per instance and result in expulsion from the hostel
6) Presence of Institute cutlery, crockery, raw ingredients in room	Rs.250/- per instance
7) Untidy room including dirty floor, clutter, disorder, etc	
8) Posters/ pictures on the wall.	
9) Defacing the wall (graffiti), furniture, doors	
10) Putting nails into the wall	
11) Appearing in Public area (any area other than the room) without proper attire. (acceptable attire: half sleeve T-shirt, Bermudas)	Rs.100/- per instance.
12) Playing of loud music (>70dB) and playing music beyond permitted timing. (Headphones have to be compulsorily used when playing music on the mobile, outside the room.)	
13) Playing games in the building premises, creating a nuisance	
14) Wastage of electricity, water.	
15) Late entry into flat, entering other's room, permitting others into the room.	
16) Furniture out of place, bare mattress/pillow.	
17) Any acts of indiscipline, irresponsible behavior which is not detailed above, will attract a fine of Rs.100/- to Rs.500/- at the discretion of the Hostel warden.	
18) All fines will be deposited with the cashier within 7 days and receipt to be presented to the Warden/ Caretaker.	

☐ Yes, I have read, understood and agreed to all of the above. Please (✓)

\_\_\_\_\_  
(Signature of the Applicant)

☐ **Requirements.**

6 lever lock with 4 keys, Pillow, Round cafeteria plate, Unbreakable coffee mug/tumbler, spoon/fork- all engraved with name of hostelite. 3 sets of bed linen, dusters, hand/bath towels. Rainwear, umbrella. Light blanket, cap. Table/ Emergency lamp with CFL bulb. Clothes hangers, clothes clips, nylon rope for clothesline. 15 liter plastic bucket & a plastic mug. Mosquito repellent liquidator/ lotions/ spray. Hot plates, kettles and other appliances meant for reheating/cooking of food and beverages are strictly NOT permitted; If found, they will be confiscated (never to be returned) and the Hostelite penalized. Thermos flasks and casseroles may be used instead.

☐ **Electricity & Water.**

Be very economical in the use of water and electricity.

Switch off fans, lights-when you leave the room, or when you find them unnecessarily switched on.

Do not allow water to run while shaving, bathing, etc.

Close the tap, even if there is no water supply- when restored, it can't drain off.

☐ **Hostel admission, re-admission, leaving the hostel.**

Every year a student must apply afresh for Hostel Accommodation..

Hostel Accommodation fees, is payable in full in advance before the commencement of the academic year. No part payment is accepted.

Students who wish to avail hostel facility in the 2<sup>nd</sup> & 3<sup>rd</sup> year must pay in full before proceeding on summer vacations (including those who are sent for Industrial Release Training in the 1<sup>st</sup> term) to reserve accommodation for them in advance.

No refunds or adjustments under any circumstances.

When a hostelite leaves at the end of the academic year, leaves of his/ her own will, or is expelled from the hostel he/ she must complete the Hostel Clearance procedure.

☐ **Yes, I have read, understood and agree to all the above.**

\_\_\_\_\_  
Signature of the Applicant

\_\_\_\_\_  
Signature of the Parent