



राष्ट्रीय औषधीय शिक्षा एवं अनुसंधान संस्थान (नाईपर), रायबरेली

(औषध विभाग, रसायन और उर्वरक मंत्रालय, भारत सरकार के तहत एक स्वायत्त संस्थान)

NIPER National Institute of Pharmaceutical Education and Research (NIPER), Raebareli

(An Autonomous Institute under the Department of Pharmaceuticals, Ministry of Chemicals and Fertilizers, Govt. of India)

FORM NO. – 03

Hostel Vacating Form

(To be submitted by the student 3 days before vacating)

Student Name		Mobile No.	
Enrolment No.		Department	
Hostel Name		Room No.	
Reason for Vacating	Completion of course / Industry internship / Personal (Please ✓ whichever is applicable)		
Date of Vacating		Time of Vacating	

I affirm that an inspection of my hostel room was done in my presence for all the items issued to me during hostel admission/room change. If any of those items are found in damaged/non-working condition, then I agree to the deduction of penalty from the caution deposit.

Signature of student with date

Remarks by Guest House & Hostel Supervisor with Signature	
Remarks by Warden with signature	

Instructions:

1. This form is to be submitted to respective hostel/warden offices at least 3 days before vacating.
2. It is mandatory to have a joint physical inspection at a mutually convenient time to rectify any damage(s).
3. Any damages noted will be recommended for deduction from caution deposit through the academic section.
4. Students should submit an approved copy and keys at respective hostel office/security desk.
5. Post-vacating, the hostel authority or any staff/workers are not responsible for any left-over belongings.
6. For the cases where HRA is applicable post-vacating, student should submit the final approved copy to academic for releasing HRA of subsequent tenure.