

University of Engineering and Technology Taxila

Senior Warden Office

No. UET/SW/2018/257

Dated: 11-07-2018

NOTICE

All resident students are hereby directed to submit application on prescribed form to get the fresh hostel allotment for the year 2018-19 before **20-07-2018**.

The following documents **MUST** be enclosed with the application form:

1. Recent picture (pasted at due place)
2. Student card (UET ID Card) copy
3. CNIC copy of student + CNIC Father/Guardian
4. Latest Grade Sheet / Result Card Copy
5. Domicile Copy
6. Proof of Current Address (e.g., Electricity Bill Last paid)
7. Last Paid Mess Bill copy
8. Mess Dues Clearance Form

The Application Form, and Mess Dues Clearance Form are available at university photo copy shops.



Prof. Dr. Tahir Nadeem Malik
(Senior Warden)

Copy to:

1. All Wardens/RTs
2. All Hostel Notice Board
3. Secretary to the Vice Chancellor

University of Engineering and Technology Taxila

Senior Warden Office

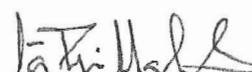
No. UET/SW/2018/258

Dated: 10-07-2018

Allotment Policy

Hostel Allotment of Session 2015, 2016 and 2017 for 2018-19

- i.* All students will vacate hostels during summer vacations.
- ii.* The students involved in any indiscipline in the university are not eligible for hostel accommodation. [Ref: Clause 24.1 of Hostel Rules]
- iii.* Applications will be received only on prescribed form. Allotment forms are available at the University Photostat shops. Students are required to attach following documents with the allotment form:
 1. Recent picture (pasted at due place)
 2. Student card (UET ID Card) copy
 3. CNIC copy of student + CNIC Father/Guardian
 4. Latest Grade Sheet / Result Card Copy
 5. Domicile Copy
 6. Proof of Current Address (e.g., Electricity Bill)
 7. Last Paid Mess Bill copy
 8. Mess Dues Clearance Form
- iv.* Each student will submit his form on individual basis. Allotment will be made purely on academic merit basis. All the applied students will be sorted on CGPA basis and a group of appropriate number of students shall be constituted purely on merit basis. A room will be allotted to each such group.
- v.* Allotment of 2015-session will be made in I-Hall and Abu Bakar-Hall.
- vi.* Allotment of 2016-session will be made in Q-Hall and Abu Bakar Hall.
- vii.* Allotment of 2017 session will be made in JBH-Hall and Ali Hall.
- viii.* A student will only submit one form for allotment. If found guilty of duplicate forms or any incorrect information, his/her allotment will immediately be cancelled besides initiation of disciplinary action.
- ix.* Students will occupy the allotted rooms only. No mutual swap or exchange of rooms is permissible under any conditions. Those violating these instructions will be dealt as per hostel rules.
- x.* If a student is allotted a room and he does not want to occupy, he should inform the hostel authorities. Failure to do so will result in disciplinary action.



- xi.* In case one (or more) room-mate(s) do not occupy the room, the other room-mate(s) should immediately inform hostel authorities about the vacancy. Upon inspection if found guilty his/their allotment will be cancelled.
- xii.* Students are required to submit their allotment forms to the following officials:
- a. Mr. Mir Tariq / Raja Abbas, SW Office Q-Hall
08:00 AM to 02:00 PM.
- b. Mr. Shafqat Mehmood, Complaint Office Q-Hall
02:00 PM to 08:00 PM.
- xiii.* Students must get a counterfoil of allotment form having a *Form Submission ID*. After submitting hard copy of form, the student will complete an *Online Form* to complete his application process.
- xiv.* All the applicants must be physically present on the day of allotment.
- xv.* Final allotment lists will be displayed on hostel notice boards after completion of allotment process.

Allotment schedule for Session 2015, 2016 and 2017

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|-------------------------------|--------------------------|
| • Display of allotment policy | 11-07-2018 |
| • Submission of Applications | 11-07-2018 to 20-07-2018 |
| • Application processing | 03-09-2018 |
| • Allotment | 14-09-2018 |


(Prof. Dr. Tahir Nadeem Malik)
Senior Warden