



राष्ट्रीय प्रौद्योगिकी संस्थान अगरतला

National Institute of Technology Agartala

Agartala - 799 046 (Tripura)

F.NITA.74(52)/CW/Notification/2022/2708-16

Date:-09.08.2023

NOTICE

This is for general information to all the first-year UG, Dual degree students of NIT Agartala and IIIT Agartala, who wants to stay in the hostel, are required to deposit the Hostel fee and Mess Charges for the odd Semester (Session 2023-24) through MIS Online payment mode. Note the login Id and password, required to log in to your MIS account, from the Provisional Admission letter of NIT Agartala that will be provided to you after completion of physical verification.

- (1) Details of hostel fees are given in table-A

TABLE-A: Details of hostel fee

Program	Yr	Gender	Eligibility	Hostel Initial Fee		Hostel and Mess Advance		Hostel Allotted	Occupancy
				Cautious Money	Admission fee	Hostel Fee	Mess Advance		
UG [□]	First	Boys	All	5000*	2000	6200	20000	RNT	Double
UG [□]	First	Girls	Limited [#]	5000*	2000	6200	20000	Gargi	Double

Note: * Rs.5000/- is refundable after completion of the Course.

[#] Due to limited vacancy in girls' hostel, all the girls whose home state is other than Tripura will be allotted in priority. Girls from Home State Tripura may apply as and when notified for admission.

□ (B.Tech and dual degrees BSMS and BTMT)

- (2) Eligible students, as per Table A, after physical reporting, a student should pay the one-time hostel initial fee (Rs.7000) through their MIS account using the below-mentioned procedure:

Login in MIS Account -- Online Payment -- SBI EPAY -- Common Payment Interface -- Select Receipt Type -- Hostel Initial Fee -Pay

- (3) After paying the initial hostel fee, students should submit the hostel fee (Rs.26200/-) through their MIS account using the below-mentioned procedure:

Login in MIS Account-- Online Payment -- SBI EPAY -- Common Payment Interface -- Select Receipt Type -- Hostel Fee—Pay

- (4) After paying the hostel fee, go to room allotment in the MIS using the below-mentioned procedure:

Hostel—Transaction—Automatic room allotment—Allot Room

- (5) At the hostel office of RNT/Gargi hostel produce the soft copy of receipts (generated in steps 2 & 3) worth Rs 33,200/-, the hostel room allotment letter (generated in step 4) along with the **filled hostel application form in hard copy**.

- (6) For any queries related to the hostel, students can contact hostel wardens and supervisors.

Table-B: Details of hostel wardens and supervisors

Hostel name	Hostel warden	Hostel supervisor
RNT: block-1 & 2 (1st Year UG & IIIT)	Dr. Muthusiva Ramapandian-7896172343	Mr. Satyajit Das-(8132085431)
	Dr. Debanjan Acharyya- 8981720578	Mr. Rabindra Das- (9436557455)
Gargi Hostel (Girls Hostel including IIIT)	Dr. Shikha Maurya- 9425450673	Mrs.Mahuya Biswas-(9774607090)
	Dr. Ranjita Das- 8787779140	Mrs.Rumita Saha-(7308354700)



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National Institute of Technology Agartala

Agartala - 799 046 (Tripura)

- (7) There is no guest room facility for the parents in the Hostel. Therefore, it is advised to make the necessary arrangement on your own.
- (8) Hostel reporting time is **9.00 AM to 6.00 PM only**.
- (9) Institute has an International Guest house (IGH) where seats are available on a payment basis subject to availability. Those who are interested to book IGH may send a request to the following email: chiefwardennita@gmail.com. However, students/parents must ensure to confirm the booking of IGH before arriving at NIT Agartala.
- (10) For boys' hostel, there is no limitation of seat so; all interested students can take admission following the procedure mentioned above.

Chief Warden

Copy to:

1. PS to the Director for kind information to the Director.
2. The Registrar, NITA for kind information.
3. The Dean (SW1) and Dean (SW2) for kind information
4. All HODs for kind information.
5. Wardens and Supervisors of NITA Hostel.
6. The Faculty In-charge, MIS for kind information.
7. Security officer, NITA.
8. System Administrator with request to upload the notice in NITA website.
9. All Notice Boards.

Chief Warden



राष्ट्रीय प्रौद्योगिकी संस्थान अगरतला

NATIONAL INSTITUTE OF TECHNOLOGY AGARTALA

AGARTALA - 799 046 (TRIPURA)

Application No.: _____ (For office use only)

FORM NO – H1
(Hostel Admission Form)

RECENT
PHOTO

To
The Chief Warden,
NIT-Agartala

Sub: Application for Hostel accommodation

Sir,

I am a student of National Institute of Technology, Agartala and would like to avail hostel accommodation. I am furnishing herewith my requisite information.

(Fill all the details in (CAPITAL LETTERS):

1. Name of the Student :-.....Mobileemail.....
 2. Father's Name :-..... Mobile email.....
 3. Mother's Name:-..... Mobile email.....
 4. Date of Birth5. State:-..... 6. Branch:-
 7. Semester:-.....8. Student's Reg./Enrolment no...../.....
 9. Permanent Address.(Enclose PRC for local students)
.....
State.....Pin..... P.S.....
 - 10.Name of Local Guardian
 - 11.Address of Local Guardian.....
.....Pin..... Mobile.....,
 - 12.Blood Group of the Student.....
- Place:_____
- Date:_____

Signature of the Student

NOTE: Steps to follow for hostel admission.

1. After academic registration, student should pay the one-time hostel initial fee (Rs. 7000) through their MIS account using below mentioned procedure: ***https://mis.nita.ac.in→login→Online Payment →SBI EPAY → Common Payment Interface → Select Receipt Type → Hostel Initial Fee → Pay***
2. After paying initial hostel fee, student should submit the hostel fee Rs. 26,200/- through their MIS account using the below mentioned procedure: ***Online Payment → SBI EPAY → Common Payment Interface → Select Receipt Type → Hostel Fee → Pay***
3. After paying full fees (Rs. 33,200/-) student himself/herself can allot a hostel room in MIS as follows: ***MIS → Login → Hostel → Transaction → Automatic Room Allotment → Allot Room***

ENTER THE ALLOTTED ROOM DETAILS

Name of allotted Hostel:.....Block No.....Room No.....

Signature of Hostel Supervisor



राष्ट्रीय प्रौद्योगिकी संस्थान अगर्तला

NATIONAL INSTITUTE OF TECHNOLOGY AGARTALA

AGARTALA - 799 046 (TRIPURA)

RULES AND REGULATIONS OF HOSTELS, NIT AGARTALA

1. Keep calm and quiet to maintain the peace and harmony inside the hostel and mess.
2. Ragging (verbal/physical/psychological) is a crime and it is strictly prohibited on campus & off campus. Punishment for raggers will obey the orders of the Hon'ble Supreme Court of India. If you are a victim, you are requested to report the same to supervisor/Warden/Anti-Ragging committee immediately.
3. Allotted room/floor/corridor/toilet must be kept neat and clean enough for healthy living for all individuals. Students are also requested to follow the necessary COVID-19 protocols as per WHO regulations.
4. Personal laptop without external speaker, mobile phone, power bank are only allowed for use. Use of any other electrical appliances for any reason is strictly prohibited.
5. Fighting among each other in a group or as an individual is punishable offence at any circumstances.
6. Cooking and keeping pets are not allowed inside the hostel premises.
7. Using any kind of motor vehicles is strictly prohibited in the campus and hostel premises for boarders of hostels. Students permitted to stay outside are allowed to come to the institute using their own vehicles, but they should park their vehicle in the designated parking area for them. Any student is restricted to use any kind of motor vehicles without permission from the authority in the campus.
8. Smoking/chewing tobacco/consumption of alcoholic drinks or supplying any of these items to others is strictly prohibited in hostel/campus premises.
9. Possession of lethal weapons like stick, rods, knife, gun(s), bullet(s), pistol(s), sickle/tatkal/daw etc., in the hostel premises is strictly prohibited.
10. No hosteller can take any article/utensils from mess to outside, not even in the hostel room.
11. Any unauthorized accommodation by the hosteller for friends/visitors/relatives at the hostel room is strictly prohibited. Non-boarders, including day scholars, should not stay in the hostel without prior written permission from the respective warden/ chief warden.
12. In the case of Gargi Hostel, only the lady guardians are allowed to visit the boarders on Saturday, Sunday and Institute Holidays only during 12:30 PM to 3:30 PM for the duration of 30 minutes/as permitted by the concerned hostel authority, after submitting a photocopy of the govt. issued identity proof.
13. Photograph pasting/Drawing/Writing on the wall of the room/furniture/door/bathrooms/ common area of the hostel is strictly prohibited.
14. The allotted rooms of the hostel cannot be interchanged/altered at any circumstances without prior approval of the competent authority.
15. Hostel administration reserves the right to shift the residents from one room to another room of the same hostel to maintain discipline at the hostel and campus premises.
16. Do not write your name/roll number/department on the room door because others will use your room further in the following years.

Signature of Student

Signature of Parent/ Guardian



राष्ट्रीय प्रौद्योगिकी संस्थान अगरतला

NATIONAL INSTITUTE OF TECHNOLOGY AGARTALA

AGARTALA - 799 046 (TRIPURA)

17. Arranging any kind of celebration/Parties inside the hostel premises is strictly prohibited.
18. Playing loud music or any activity which shall disturb the other students are strictly prohibited within and outside the hostel premises by the students. Playing outdoor games inside the hostel is strictly prohibited.
19. Hosteller is not allowed to remain absent from the hostel at night time without prior permission from the Chief Warden/Warden/Asst. Warden of that hostel. If found, disciplinary action will be initiated with immediate effect. On special cases, if the boarders want to visit his home, then he/she may take permission from the authority five days before leaving the hostel through MIS portal.
20. When the boarder is on leave or absent from hostel, he/she can take maximum of 8 days leave from the mess in a month with approval from the hostel authority.
21. No students are allowed to enter into another hostel without prior permission from Warden (s)/supervisor(s). They must fill up all information in the register and keep identity card with security personal before entering into another hostel. If any students are found in another hostel without prior permission, he will be considered as trespasser and strict disciplinary action will be executed.
22. Entering hostels of opposite gender is strictly prohibited.
23. Entry to the hostels of junior students is not permitted in general. However, in exigencies the senior student (s) may enter the hostel with prior written permission of the respective warden/ chief warden.
24. Using roof of any hostel/mess by hosteller/anyone for any reason is strictly prohibited.
25. Boys' hostellers are not allowed to stay outside of the hostel from 10.00 PM to 4.30 AM for any reason except medical issues.
26. Girls' hostellers will be allowed to stay outside the hostel premises only as per the timely notifications. In case of any medical emergency in odd hours, permission from the hostel supervisor/warden is mandatory.
27. For the suitable management of the hostel mess during the vacation, the hostellers having backlog exams may come to the hostel one day before the particular exam and leave the hostel the next day of the completion of the exam and prior approval from the competent authority has to be taken in advance for staying in a hostel during the vacation period.
28. For proper supervision of the regular latecomers at the hostel, a late entry register will be maintained, and after 3 numbers of late entries against any hosteller, one warning letter will be issued to him/her. Despite the warning letter, if the student is

Signature of Student

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राष्ट्रीय प्रौद्योगिकी संस्थान अगर्तला

NATIONAL INSTITUTE OF TECHNOLOGY AGARTALA

AGARTALA - 799 046 (TRIPURA)

29. Intentional damage to any item in the hostel room/floor/corridor is the liability of the occupant to get it repaired/replaced. Moreover, damage to hostel property, such as doors, windows, electrical fittings, toilet fittings, glass panes, lift, cooler, geyser, etc., will lead to disciplinary action, and the expense for repairing should be borne by the student (s) involved.
30. Misuse of water, electricity and other facilities are liable to disciplinary action. The electrical items should be Switched off when no one is staying in the hostel room or common rooms of hostels.
31. The hosteller is solely responsible for keeping valuable belongings with him/her. Hostel administration shall not be liable for loss/damage of such valuable items.
32. Each student residing in the hostel must join in mess attached to it. Individual cooking in hostels and messing outside are not permitted. Mess rules as notified by the authority from time to time shall be observed by the boarders.
33. Mess fees must be paid along with the semester hostel fees in advance, as per the time- to-time notifications.
34. Students' mess activities shall be limited to the allotted space only. The mess shall function as single integrated unit without any division in any groups or subgroups, and shall be managed by the students' committee for this purpose under the convenorship of the warden/ chief warden.
35. Do not waste food in mess. Take all you Want, but Eat all you Take. Food will not be served before or after the prescribed timing. Sometimes, unintentional delay may happen to prepare food and get ready in mess by the mess staffs. Keep patience and obey the mess rule for this occurrence.
36. Student(s) shall be required to make their rooms available whenever required for inspection, repairs, maintenance or disinfecting and shall vacate the rooms when leaving for the vacations/holidays.
37. Students shall be responsible for the proper care of the doors, windows, furniture, fan, and other fittings in the rooms allotted to them and shall generally assist the Warden in ensuring proper use, care and security of those provided in the hostels of common use of all students.
38. The inmates of the hostel should not leave the premises on holiday for the purpose of excursion or picnic without prior intimation to the warden office and subsequent permission of Chief warden. However, for any incident or fatalities institute will not be responsible in any means.
39. **We are undertaking on this hostel form at our own will and not under any duress, having fully read and understood the implication of this undertaking regarding hostel rules.**

Signature of Student

Signature of Parent/ Guardian