GCPP.—104/7 —6,000 Cps. (277) —23–2–2021.

GOVERNMENT OF PUDUCHERRY

ADI DRAVIDAR WELFARE AND SCHEDULED TRIBES WELFARE DEPARTMENT

APPLICATION FORM FOR ADMISSION INTO GOVERNMENT BOYS / GIRLS HOSTEL

FRESH / RENEWAL APPLICATION

20 ..... to 20 .....

Affix passport size photograph duly attested by the Head of institution and attach 3 additional copies of the same photographs.

Application No.

1. Name of the Applicant (IN CAPITALS) :

2. (a) Date of Birth and Age (Enclose copy of the certificate) : Date Month Year Age

   (b) Sex : Male ☐ Female ☐

3. (a) Father / Guardian's Name :

   (b) Mother's Name :

   (c) Father / Mother / Guardian's Occupation :

4. Address for Correspondence :

   PIN Code :

5. Telephone No. / Mobile No. to Contact :

6. Permanent Address :

   PIN Code :

7. Community : Scheduled Caste ☐ Sub-Caste .....

   Scheduled Tribes ☐ Sub-Caste .....

   Other Economically Backward Class ☐ Sub-Caste .....

8 Aadhaar Card Number (Enclose copy of the card) :

9. Bank Account Number (Enclose copy of the Passbook) :

10. Name of Bank :

Branch Name :

MICR No. :

IFSC No. :

11. Name of the Hostel stayed :

12. Year of Admission into the hostel :

13. (a) Name of the School / College now Studying :

(b) Class / Course :

Year of the course :

(c) Distance of School / College from Place of Residence : ..... Kms.

14. Furnish the details of Class / Course last Studied (Attested copy of Mark sheet from Institution last studied) : Class ..... Course .....

15. Blood Group :

16. Self Mobile No. :

Signature of Student

Place :

Date :

Signature of Parent / Guardian

UNDERTAKING BY THE STUDENT

1. I shall abide by the Rules, Regulations, Orders, Instructions, Guidelines, Code, Circulars etc. in force and as amended time to time framed by the Adi Dravidar Welfare Department, Government of Puducherry.

2. I am aware that ragging is a criminal offence and is strictly prohibited. I shall not indulge directly or indirectly in any act of ragging on the campus in hostel or outside the campus of the hostel. If I indulge in ragging, The Director, Adi Dravidar Welfare Department may take appropriate disciplinary action against me.

3. I agree not to indulge in groupism of any type and would live in harmony with others in the hostel.

4. I understand that smoking and consumption of alcohol and other objectionable material in the hostels is strictly prohibited and I will abstain from such acts.

5. I declare that indulgence in any anti-institutional or anti-social activity in the hostel is highly punishable and I will be liable for severe penalties and punishments for indulging in such acts.

6. I undertake to conduct myself as a diligent student within the hostel and in the vicinity and not misbehave in any manner including using inappropriate language, physical tiffs with the other inmates / employees / and others in the hostel's neighbourhood.

7. I will not cause any damage whatsoever, including defacing to the property of the hostel and understand that I will be liable for penalties and punishments for doing so.

8. I accept to stay within the hostel premises by the stipulated time and will not stay out without proper prior permission from concerned authority.

9. I shall not collect any money from the student(s), employee(s) or other person(s) for any purpose including donations, contributions / gathering without the approval of the Welfare Officer.

10. I understand that the department have the full authority for the inspection of the room, bags, almirah or any of my personal belongings at any time.

11. I shall not allow any unauthorized person to enter or stay in the room / hostel.

12. I understand that I shall have to report to the hostel on or before 7.00 P.M. after Class / College hours, if not reported, it will be liable to take disciplinary action by the Welfare Officer concerned.

13. I understand that the Director, Adi Dravidar Welfare Department, and Welfare Officer may impose any disciplinary action on me being found guilty of any sort of misconduct or indiscipline or disobedience or malpractice within or outside the premises of the Hostel or any act which is detrimental to the interest of the Department / Government.

I am giving this undertaking with full understanding and state that the information given by me above are true and correct to the best of my knowledge and belief and I understand that if any of the particulars furnished by me above is found false or incorrect, my application shall be liable for rejection and I am liable for expulsion from Hostel forthwith.

Place :

Date :

Signature of Applicant

DECLARATION BY PARENT / GUARDIAN

My Son / Daughter ..... studying in class / course ..... of the school / college ..... may kindly be accommodated in the hostel. He / She will abide by the rules and regulations of the hostel.

I endorse the undertaking given by my Son / Daughter.

Name of the Parent :

Place :

Date :

Signature of the Parent :

FORM—1

Certified that Selvan / Selvi .....

Son / Daughter of ..... studying ..... in the year ..... is a *bona fide* student of this Institution. His / Her character and conduct are good.

The statement made by the student is found to be correct and for Renewal / Fresh application is recommended for admission into the Hostel.

The student has secured the following marks in the last Annual / Semester Examinations held during the year .....

Sl. No.	Subjects	Marks obtained in each subject	Percentage of marks	Result / Grade
1.				
2.				
3.				
4.				
5.				
6.				
	Total			

Place :

Signature of Principal / Head Master

Date :

Name of the School / College with Office seal

FORM–2

(To be furnished by the Welfare Officer of the Hostel where the applicant stayed previously)

Certified that Selvan / Selvi .....

Son / Daughter of ..... was the inmate of this Hostel ..... during the period from ..... to ..... His / Her conduct and behavior are good / unfair during the course of stay in the Hostel. Hence, I recommend / *do not recommend this application for Admission into the Hostel this year .....

(* if not recommended, enclose a brief report.)

Signature of Welfare Officer

Place :

Date :

Name of the Hostel with Office seal

INSTRUCTIONS TO CANDIDATES / விண்ணப்பதாரர்களுக்கான அறிவுறுத்தல்கள்

Note / குறிப்பு :

1. Incomplete application will be rejected at the stage of scrutiny and no further clarification shall be entertained.
முறைப்படி பூர்த்தி செய்யப்படாத விண்ணப்பங்கள் பரிசீலனை செய்யப்படுகின்ற நிலையிலேயே நிராகரிக்கப்படும். மேற்கொண்டு இது சம்பந்தமாக எந்தவித தகவல் மற்றும் விளக்கங்களை கோரவோ, பெறவோ இயலாது.

2. All necessary certificates should be enclosed otherwise it is liable to be rejected without notice.
கேட்கப்பட்டுள்ள தேவையான இணைப்புச் சான்றிதழ்களின்றி சமர்ப்பிக்கப்படும் விண்ணப்பங்கள் நிராகரிக்கப்படும்.

3. Students will be expelled from hostel even after the Provisional Admission without assigning any reason for any misconduct / misbehavior or for not making any steady and satisfactory progress in their academic performance.
தற்காலிகமாக விடுதிக்கு தேர்ந்தெடுக்கப்பட்ட மாணவ / மாணவியரின் நன்னடத்தை திருப்திகரமாக இல்லாத பட்சத்திலோ / மாணவர் தமது கல்வியில் சீரிய முன்னேற்றத்தை அடையாமல் அவரது கல்விப் பருவ முன்னேற்ற அறிக்கைகள் திருப்திகரமாக இல்லாத பட்சத்திலோ, அம்மாணவ / மாணவியரின் அனுமதி எந்தவித முன் அறிவிப்புமின்றி ரத்து செய்யப்பட்டு உடனடியாக விடுதியை விட்டு வெளியேற்றப்படுவர்.

4. Renewal student need to produce certificate of his / her conduct during last year from the Welfare Officer concerned *i.e.,* Form-2 which is mandatory, his / her application will be considered for admission based on the certificate.
விடுதியில் புதுப்பிக்கப்பட்ட அனுமதி பெற விரும்பும் மாணவ / மாணவியர்கள் தங்களது நன்னடத்தை குறித்த படிவம்-2னை அவர்கள் தங்கள் கல்வி இறுதியாண்டில் தங்கிப் படித்த விடுதியின் நல அதிகாரியிடமிருந்து பெற்று கண்டிப்பாக சமர்ப்பிக்க வேண்டும். அவர் அளிக்கும் நன்னடத்தை சான்றிதழ்கள் அடிப்படையிலேயே பரிசீலிக்கப்படும்.

5. Admitted student should remit ₹ 200 as Caution Money Deposit which is refundable (for Fresh admission only).
விடுதியில் சேர்ந்து தங்கி கல்வி பயில தேர்வு செய்யப்பட்ட மாணவர்கள் வைப்புத் தொகையாக ₹ 200 திரும்ப பெறக்கூடிய தொகையினை கட்டவேண்டும்.

6. Three numbers of additional recent passport size photographs should be enclosed along with the application.
விடுதிக்கு விண்ணப்பிக்கும் மாணவ / மாணவியர்கள் தங்கள் விண்ணப்பத்துடன் கூடுதலாக மூன்று அண்மையில் எடுக்கப்பட்ட நிழற்படங்களை இணைத்து அனுப்பவேண்டும்.

7. List of enclosures required along with the filled-in application. Attested copies of—

   (i) Birth Certificate;

   (ii) Income Certificate obtained from Department of Revenue and Disaster Management;

   (iii) Community, Residence and Nativity Certificate;

   (iv) Transfer Certificate of last studied Institution;

   (v) Three numbers of recent passport size photographs;

   (vi) Aadhaar Card; and

   (vii) First page of Bank Passbook.

நிரப்பப்பட்ட விண்ணப்பத்துடன் இணைக்கப்பட வேண்டிய நகல்களின் பட்டியல். சான்றொப்பமிடப்பட்ட—

   (i) பிறப்புச் சான்றிதழ்;

   (ii) வருவாய் மற்றும் பேரிடர் மேலாண்மைத் துறையால் வழங்கப்பட்ட வருமானச் சான்றிதழ்;

   (iii) சாதி, குடியிருப்பு மற்றும் குடியுரிமைச் சான்றிதழ்;

   (iv) இதற்குமுன்னர் படித்த கல்வி நிலையத்தின் மூலம் வழங்கப்பட்ட மாற்றுச் சான்றிதழ்;

   (v) அண்மையில் எடுக்கப்பட்ட மூன்று நிழற்படங்கள்;

   (vi) ஆதார் அட்டை; மற்றும்

   (vii) வங்கிக் கணக்குப் புத்தகத்தின் முதல் பக்கம்.

GOVERNMENT OF PUDUCHERRY

ADI DRAVIDAR WELFARE DEPARTMENT

CHECK LIST FOR THE APPLICATION

Application No. :

			If No means, reason
1.	Whether photo affixed duly attested by Head of Institution ?	Yes / No	
2.	Whether 3 sets of photo attached ?	Yes / No	
3.	Whether copy of Birth Certificate is enclosed ?	Yes / No	
4.	Whether Residence/Income certificate is enclosed ?	Yes / No	
5.	Whether Contact No./Mobile No. of the Parents/ Students is mentioned ?	Yes / No	
6.	Whether copy of the Aadhaar Card is enclosed ?	Yes / No	
7.	Whether copy of the first page of Bank Passbook is enclosed ?	Yes / No	
8.	Whether copy of Mark sheet from institution last Studied is enclosed ?	Yes / No	
9.	Whether the applicant mentioned about the hostel (AWD) stayed previously ?	Yes / No	
10.	Whether Form-1 duly filled ?	Yes / No	
11.	*Whether Form-2 duly filled ?	Yes / No	
12.	*Whether recommended by Welfare Officer ?	Yes / No	
13.	*If No means, a brief report of the Welfare Officer is enclosed.	Yes / No	
14.	Whether the undertaking by the students and declaration by parent are signed by them ?	Yes / No	

Signature of the Welfare Officer

(* Only for Renewal applications.)