



# गुजरात केन्द्रीय विश्वविद्यालय

(भारत की संसद के अधिनियम सं. 25, 2009 के तहत स्थापित)

## CENTRAL UNIVERSITY OF GUJARAT

(Established by an Act of Parliament of India, No 25 of 2009)

**Dr. Satya Prakash Upadhyay**  
**Registrar**

**F.No. 55-73/2019-A&A/706**

**04.10.2021**

### **Notification No. 80/AA-2021-22**

**Sub:** Central University of Gujarat Hostel Accommodation Policy.

**Ref.:** Approval of Hon'ble Vice Chancellor dated 27.09.2021.

The Academic Council in its meeting dated 20.06.2020 vide Resolution No. 11 & 12 has approved the guidelines\rules\policy for CUG Hostel Accommodation as follow:

1. Central University of Gujarat (CUG) is functioning in the transit campuses. Hostel facility for Male and Female students/scholars are available at various locations in Gandhinagar. CUG has hired some buildings for the purpose of hostels so the limitation of the building/locality and the terms/ conditions of the building owner will have to be followed strictly by all the inmate students including PwD students.
2. CUG does not have a hostel for married students where the students can stay with family.
3. Limited seats for male and female students/scholars are available but the seats may vary from time to time.
4. Allotment of seat in the hostel will be done depending on the existing vacancy in the hostel, considering the merit and category of students.
5. Admission in the programmes/courses does not guarantee the admission in the hostel.
6. There is no separate hostel accommodation for foreign national students. Foreign national students are allotted a room in any hostel available at the time of admission/ registration. Hostel administration may try to allot a group of international students in a room depending on the size of the room and its availability at the time of admission.
7. CUG will explore the possibility of a hostel for international students.
8. There is no provision of temporary allotment in the hostel.
9. The students will be admitted in the hostel for the official duration of minimum tenure of study/programme. The minimum tenure for various programmes/courses as per the UGC norms will be: Three years for UG (eg.B.A.), Two years for PG (eg.M.A/M.Sc./M.Ed.), One Year (Two Semesters) for M.Phil. and Three Years (Six Semesters) for Ph.D. After the completion of the official minimum tenure, the students will have to vacate the hostel. However, progressive extension by one year (two semesters) (six + six months) will be given to M.Phil and Ph.D students after completion of minimum program duration. All students including those who are submitting M.Phil./Ph.D. thesis will



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have to vacate the hostel within six days of completion of final examination/ submission of thesis/ officially permitted minimum tenure. In the case of Integrated UG-PG (eg. BA-MA) programme, the hostel admission will be given considering the UG (eg.BA) programme of three years only. After completion of UG (eg.BA) programme, the student has to re-apply for the hostel admission as fresh PG entrant. In the case of Integrated M.Phil.-Ph.D. programme, the hostel admission will be given considering the M.Phil. programme (One and half year-Three Semesters) only. After completion of M.Phil. programme, the student has to re-apply for the hostel admission as a fresh Ph.D. scholar. If the student completes Ph.D. programme within the minimum limit of tenure or does not complete the programme within the limit of tenure of hostel or gets de-registered, then the student has to vacate the hostel within six days after submission of thesis/dissertation or completion of the minimum tenure or de-registration. No hostel accommodation will be provided to deregistered students.

10. In no case hostel seat will be permissible after 6 days of final examination/submission/dissertation/thesis of UG/PG/M.Phil./Ph.D. and completion of official minimum tenure/de-registration.
11. In the case of Zero semester granted to the student, then the student has to vacate the hostel for that semester. After the zero semester, if the student doesn't continue the programme then the admission of the said student will be considered cancelled automatically. In this case the vacant seat will be allotted to another student for that semester only.
12. List of those students who are not vacating the hostel will be communicated to the respective mentor/ supervisor/ chairperson/ coordinators/ deans to vacate the hostel.
13. List of the hostel students who have not paid fees will be communicated to the respective supervisor/ chairperson/ coordinators/ Deans to vacate hostel.
14. The provision will be created where folio form will have two options of semester fees and hostel fees for continuing students.
15. There will be a tab in the registration form for new students where the students have to opt hostel or no hostel option and automatically form for the hostel would be generated.
16. It will be mandatory for the hostel students to submit the key(s) of the room to caretaker whenever the students avail any type of leave or any type of vacation or are asked by the warden/authority of CUG in any special circumstances.



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17. The tentative hostel vacancy, that is subject to change, will be displayed on the web site and the same should be informed to the students at the time of the counselling by the faculty/ chairperson/ coordinator/ deans/ officers of the university.
18. Priority for the allotment of hostel seat will be given to the UG/PG students. After allotment of hostel to UG/PG students, if vacancy in the hostel is available then the M.Phil. scholars will be given allotment in hostel. After allotment of hostel seat to M.Phil. scholars, depending on the vacancy hostel seats will be made available to Ph.D. scholars.
19. The faculty/ chairperson/ coordinator/ deans/ officers of the university will inform the students at the time of the counselling that those students who may not get hostel may find Private Hostels/ Paying Guest Facility/ Private Accommodation etc. on their own and for this purpose Provost office/ Wardens/ Faculty Members/ Volunteer Students of CUG may guide them in finding accommodation. If any fresh entrant (UG/PG only) wants to stay as a guest in the hostel, then the students has to contact the seniors/other students residing in the hostel for getting the permission to stay for maximum seven days. The permission will be granted only when the willingness of the students of that room is received by the warden in writing. The warden will communicate to provost office.
20. Any M.Phil./Ph.D. student who gets any kind of fellowship including project other than non-net fellowship, at the time of admission or during the programme, in which there is a provision of HRA then that student has to vacate the hostel within six days after receiving the sanction letter of fellowship. The fellowship cell of the university, dean of the school and concerned student shall communicate the sanctioned letter to the provost office.
21. The examination department of the university and dean of the school shall communicate to the provost office information about: 1. discontinuation of the admission in the programme, 2. cancellation of admission, 3. zero semester, 4. submission of thesis/dissertation and 5. completion of UG/PG/any other programme.

All are hereby directed to adhere the above guidelines\rules\policy in respect to hostel accommodation.

This is issued with the approval of the Competent Authority.

  
04.10.2024  
**Registrar**



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**Copy to (By Email):**

1. All Faculty Members
2. DSW, CUG
3. Provost, CUG
4. Proctor, CUG
5. Deputy Registrar (Academic & Admin)
6. Assistant Registrar (Academic, Admin & Finance)
7. ICT Dept. - with a request to post this circular on University website.
8. VC Secretariat
9. Circular File
10. Guard File