



राष्ट्रीय प्रौद्योगिकी संस्थान श्रीनगर  
NATIONAL INSTITUTE OF TECHNOLOGY, SRINAGAR  
डीन छात्र कल्याण कार्यालय  
OFFICE OF DEAN STUDENTS WELFARE  
हजरतबल, श्रीनगर, जम्मू-कश्मीर, 190006, भारत  
Hazratbal, Srinagar Jammu and Kashmir, 190006, INDIA

Annexure-II

No. NIT/DSW/2023/\_\_\_\_\_ Dated: \_\_\_\_\_

**UNDERTAKING TO LEAVE HOSTEL**

I am submitting this undertaking that I am leaving the hostel today on \_\_\_\_\_ Time \_\_\_\_\_ for (Reasons) \_\_\_\_\_ on my own risk and responsibility. I am also aware that during my outing period, I am responsible for my safety and security. The Institute or hostel management is in no way responsible for any wrong happenings outside. I also confirm the below mentioned Name & address (Contact Number) of Parent/Guardian who has spoken telephonically with the concerned Hall assistant/Warden to permit me to leave the hostel on my own risk and responsibility.

Name of Parent/Guardian: \_\_\_\_\_.

Contact Number of Parent/Guardian: \_\_\_\_\_.

Name & Signature of the Student: \_\_\_\_\_

Enrollment No. \_\_\_\_\_ Hostel & Room No. \_\_\_\_\_

Contact Details: \_\_\_\_\_

Verification by concerned Hall Assistant  
(Name & Signature)

Recommended/Not recommended

Signature of the Warden/ASO

**GATE PASS**

No. NIT/DSW/2023/\_\_\_\_\_ Dated: \_\_\_\_\_

The student \_\_\_\_\_ is allowed to leave the institute on his/her own risk and responsibility as per the submitted statement bearing No. \_\_\_\_\_, after proper verification.

Hall Assistant

Warden/ASO



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Annexure-I

## INSTRUCTIONS FOR STUDENTS SEEKING STATION LEAVE PERMISSION

1. The students are advised to download the format attached and obtain proper permission for leaving the station.
2. Any hosteller who wants to leave the station must seek a proper permission from the concerned proctorial staff at least one day before taking up the journey.
3. The student(s) will be allowed to leave the campus only after getting the **GATE PASS** to be issued by the concerned warden and after proper verification by the security staff.
4. The students will be allowed to leave the campus only after showing their valid ID cards at the main gate of the institute.
5. The students, who leave the station and leave any valuable items in their rooms, would solely be leaving it on their own risk and responsibility. The management shall not be responsible for any theft or damage of the same.
6. The students are advised to avoid unnecessary travel to their home etc. during academic activities, which can otherwise lead to shortage in attendance.
7. The student in any case is supposed to report back before 06:00 PM. Any violation will be taken seriously by the authorities and could result in debarring from hostel.