



**UNIVERSITY OF CALCUTTA**  
**BOARD OF RESIDENCE**


No. BR/ 74

Dated: 28.07.2025

**NOTICE**

It is notified to all concerned that Application is invited for admission to the CU-run Halls/ Hostels for the hostel session 2025-26 from students of M.Tech( both male and female) and B.Sc.( female students only),Home and Social Science, Food & Nutrition admitted in Viharilal College, Hastings House Comp. Kolkata-27. Filled in Application Form will be received by the office of the Board of Residence located at Centenary Building, 5<sup>th</sup> Floor, 87/1, College Street,Kolkata-73 as per following schedule on all working days from 11.00 a.m. to 4.00 p.m. Application Form is enclosed herewith and to be downloaded from the University's Website ( News & Announcement Section). Cost of the Form( Rs. 5/-) to be paid at the time to admission to the hostel.

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|--|----------|
| 1) Acceptance of Application Forms commences on and from : | 01.08.25 |
| 2) Last date of receiving Application Form :               | 14.08.25 |

  
Secretary(Actg.)  
Board of Residence  
University of Calcutta

Form No.



**UNIVERSITY OF CALCUTTA**  
**APPLICATION FORM FOR ADMISSION TO THE CU HALLS OF RESIDENCE**

FOR OFFICE USE ONLY

Form receiving date:		
SC/ST/OBC(A/B)/PH/GEN.		Year
Distance in Kms		

Date of admission	Admission Register Sl. No:
I. Card No:	Allocation Cer. No. & Date:
Rules Book No.	C.C. No. & Date

(Forms to be submitted through the Principal/ Head of the Department/Secretary, Arts & Commerce/Science & Technology, as the case may be)

To  
The Secretary,  
Board of Residence, Calcutta University  
Centenary Building, 5th Floor, Kolkata-73

Photo to be attested by any of the above (2.5x3.5 cm)

**DETAILS TO BE FILLED-IN BY THE APPLICANT**

- Name (in capital letters).....
- Name of the College/C.U -Deptt. & Campus (Morn./Day/Eve.).....
- Session.....Class..... Subject..... Year..... Semester..... Roll No.....
- University Registration No.....
- Father's Name..... Phone.....
- Permanent Address.....  
P.O. ....P.S.....Dist.....
- Present Address.....
- Nationality:..... Religion..... Gender:.....
- Actual distance from residence to local Police Station (in Kms).....
- Local Guardian's Name..... Phone No.....  
Address.....
- Whether belonging to SC/ST/OBC (A)/OBC (B)/PH (if so, necessary documents to be attached).....
- Last educational qualification (with supporting documents) .....
- Whether availed Hostel facility under C.U. previously? If yes, state the name of the hostel and session:.....
- Whether suffering from any chronic diseases (Yes/No).if yes, mention with supporting documents
- E. Mail ID.....

The aforementioned facts stated by me are true to my knowledge and belief. I promise to abide by the rules of Discipline of the Halls of Residence. I also undertake that I shall leave the hall within seven days after the completion of my final examination for the present course of study/ or as and when ordered by the CU-Authority.

.....  
Signature of the Guardian (Relationship)

.....  
Signature of the Student

Forwarded

Verified

.....  
Signature of the Head of the Department  
(With office seal and date)

.....  
Signature of the Secretary/Principal  
(With office seal and date)



### INSTRUCTIONS FOR THE APPLICANTS

- ❖ Before filling up the form, the applicant must carefully read the instructions and rules & regulations stated hereunder.
- ❖ After the submission of the application form, pleading ignorance in this regard will not be entertained under any circumstances.

### IMPORTANT RULES & REGULATIONS

- It must be noted that the University Authority reserves the exclusive right to allot boardership to the applicant in any CU – run Hostel and it shall be binding upon the applicant and no prayer for the change of such allotment will be entertained under any circumstances.
- It must be noted that a boarder may be transferred to any CU-run hostel, at any point of time, if the CU-Authority so desire, and it shall be binding upon the boarder and no prayer for the repeal of such transfer will be entertained under any circumstances.
- Refusal to abide by such transfer order will be treated as breach of discipline and disciplinary measures shall be taken against such boarder.
- It must be noted that in case of termination of boardership and/or expulsion from the hostel, as ordered by the CU-Authority, for any proven case of indiscipline against the boarder, shall lead to expulsion from the concerned College/Institution/ Academic Department under the University.
- ❖ RAGGING OF ANY FORM INSIDE ANY CU-RUN HOSTEL PREMISES IS STRICTLY PROHIBITED.
- ❖ CONSUMPTION OF ALCOHOL AND/OR ANY NARCOTIC DRUGS INSIDE THE HOSTEL PREMISES IS STRICTLY PROHIBITED.
- ❖ ANY BOARDER(S) FOUND TO BE INVOLVED IN SUCH ACT(S) WILL BE EXPELLED FROM THE HOSTEL AND PROCEEDINGS AS PER RELEVANT LAWS WILL BE INITIATED AGAINST SUCH PERSON(S).

#### Declaration

I have carefully read the rules and regulations stated above and do hereby promise to abide by all the rules and regulations of the Halls of Residence including the rules and regulations stated above.

University Authority shall have the exclusive right to take disciplinary action against me in case of any act of violation of any rules and regulations of the Halls of Residence, CU

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Signature of Father/Mother/Guardian

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Signature of the Applicant



Form No:

### INSTRUCTIONS TO FILL UP THE FORM

**THIS PAGE HAS TO BE RETAINED BY THE APPLICANT AS A RECEIPT OF THE APPLICATION FORM**

1. Application will be summarily rejected by the CU-Authority, without assigning any reason thereof, in case of non-submission and /or furnishing of incorrect/ false information and documents, as asked for, with the application form.
2. Minimum distance required for submission of forms (from place of residence to College/ University Campus): 60 km(one way)
3. The following categories of students are ordinarily , as a rule , will not be allowed to reside in the CU-run Halls:-
  - i) A student who is a service holder.
  - ii) A student who has got plucked in, or dropped from, his/her University Examination.
  - iii) A student who attends Evening Classes in a College/University, except M. Com (Evening of C.U.)
  - iv) A student studying Law in an affiliated college other than the University Department of Law.
  - v) Students of Colleges in/around Kolkata that have hostel facilities.
4. Transgender students please specify in the form by mentioning "TRANSGENDER" in the vacant space in the right side of the form.
5. For foreign nationals, photocopies of the following documents are to be submitted along with the application form are required to be verified at the time of submission of application form.
  - i) Valid Passport
  - ii) Valid Education Visa
  - ii) Recommendation letter from concerned High Commission's office/ Embassy office
6. Residential certificate issued by Municipal Chairman/Panchayet Pradhan/ B.D.O/S.D.O (in original)

Photocopies of the following documents are to be submitted along with the form:

1. Voter Identity Card
2. Aadhar Card
3. Ration Card/ B.P.L Card (wherever applicable)
4. Self attested Marksheet/ Certificate of the last educational qualification
5. SC/ST/OBC/PH certificate

<b>RECIEPT OF APPLICATION FORM</b>	
<u>(To be filled in by the applicant)</u>	
Received Application Form for Admission to the CU-run Halls from:	
Name:	
Name of College/Department of CU:	
Subject:	Year:                      Semester:
<u>(For Office Use only)</u>	
Received:	
For B.O.R, CU	