# Instructions for Hostel Allotment and Mess Registration for 2024-2025 First-year B.Tech/DD/BS Students

#### 1) General Information

- a) For the hostel admission for the first-year B.Tech/DD/BS 2024 batch students, the Hostel offices will function from 9.00 AM to 6.00 PM from July 25 to July 27, 2024. The Hostel offices generally function between 9.00 AM and 5.30 PM from Monday to Friday and on Saturdays between 10.30 AM and 1.00 PM.
- b) The hostel accommodation for first-year B.Tech/DD/BS students are arranged in the following hostels:

Male: Mandakini-B Hostel (5<sup>th</sup> floor to 9<sup>th</sup> floor)

Link to Location map: <a href="https://goo.gl/maps/icKQy2WKowEDGTx89">https://goo.gl/maps/icKQy2WKowEDGTx89</a>

Female: Swarnamukhi Hostel

Link to Location map: https://goo.gl/maps/SY2Wj73STUyJrSvy6

- c) **ONLY** shared accommodation will be provided.
- d) Basic amenities such as a cot(s), chair(s), table(s), LAN port, fan, and light are provided in the hostel rooms. Other requirements like bucket, mug, mattress, pillow, bedsheet, pillow cover, lock for the room, etc. have to be arranged by the students themselves.
- e) PLEASE NOTE THAT PARENTS/GUESTS AND OTHERS ACCOMPANYING THE STUDENT HAVE TO MAKE THEIR OWN ARRANGEMENTS FOR STAY. ONLY THE STUDENT CAN STAY IN THE HOSTEL ROOM ASSIGNED TO HIM/HER.

### 2) For Hostel Room Allotment

- a) Hostel Fee must be paid in full (https://fees.iitm.ac.in/).
- b) Please fill out the online <u>biodata form</u> before your arrival and bring the duly signed hard copy of the biodata form and the declaration forms. For the hard copy of the biodata, kindly paste a recent color passport-size photograph.
  - Please contact Mr. Krishna S. (Mobile No.: 9600190662; Email: krishna@triesten.com) for any clarifications and support for filling out the online biodata form.
- c) **Report to the respective Hostel Offices of Mandakini/ Swarnamukhi Hostel** for room allotment and submit a **copy** of the following to the hostel Manager:
  - i) Admission letter from the Academic Section.
  - ii) Myndwell Certificate (contact wellness office)
  - iii) JoSAA Offer Acceptance letter.
  - iv) Proof of payment of Institute and Hostel fees (for information related to the hostel fee details, please visit <a href="https://fees.iitm.ac.in/">https://fees.iitm.ac.in/</a>).
  - v) Duly signed Bio-data form.
  - vi) Self-declaration addendum (Click here)
  - vii) Solemn Affirmation of conformance to rules and regulations (Click here)
- d) Mess registration will be done during the Hostel room allocation.

- e) Please note that the mess charges are applicable from the date of registration. This amount will be deducted from the respective students' iKollege account.
- f) Biometry/Facial registration will be done after the Hostel room and Mess allocation.
- g) Parents can purchase the mess coupons during the Hostel & Mess registration if required.
- h) Students can proceed to their allotted hostel room after completing all the above procedures.

## 3) Important contacts:

Operation/ Section	Name of the Staff	Phone No.	Mobile No.	Email ID
Mandakini - B hostel	Mr. Rahul G V	22578734	9597924736	mandakinihostelb@smail.iitm.ac.in
Mandakini - A hostel	Mr. Gokul Krishnan	22578731	7695998515	mandakinihostela@smail.iitm.ac.in
(Male)				
Swarnamukhi hostel	Ms. Nishanthini	22578761	9566138783	swarnamukhihostel@smail.iitm.ac.in
(Female)				
Hostel	Mr. Johnkennedy S	22578513	8015765192	ccw.operation@smail.iitm.ac.in
Accommodation	Mr. Nageshwara Rao A V	22578500	9840180907	ccw.accommodation@smail.iitm.ac.in
Payment Details	Ms. Vimala Gandhi	22578510	8428181791	messledger@smail.iitm.ac.in
	Ms. Sailakshmi		7904902071	
Mess Registration	Mr. Srini Vasulu P	22578511	9566229672	ccw.mess@smail.iitm.ac.in
	Mr. Mukesh S		7200330020	ccw.mess@smaii.iitiii.ac.iii
Biometry/ Face	Mr. Krishna S	22578509	9600190662	krishna@triesten.com
Registration	IVII. KIISIIIIa 3	22378309		Kiisiiia@tiiesteii.coiii

Hostel Affairs Secretary	Mr. Akhil Marni	9444005783	sec_hosaf@smail.iitm.ac.in
Student General Secretary	Mr. Atul Kumar Pandey	9444005782	gen_sec@smail.iitm.ac.in
Warden, Mandakini-A	Dr. Ramkumar P	9840274487	wardenmandakinia@smail.iitm.ac.in
Warden, Mandakini-B	Dr. Raghukanth STG	8072625728	wardenmandakinib@smail.iitm.ac.in
Warden, Swarnamukhi	Dr. Rupashree Baral	9445098869	wardenswarnamukhi@smail.iitm.ac.in
Vice-Chairman	Dr. Sanyasiraju VSSY	9444603225	ccwvc@smail.iitm.ac.in
Council of Wardens			
Chairman	Dr. J M Mallikarjuna	9444094430	ccw@smail.iitm.ac.in
Council of Wardens			

#### **Emergency contacts:**

Hospital	044-22578331	
Security Office	044-22578260	

Please check your Institute email (RollNo@smail.iitm.ac.in) regularly and visit the CCW website (<a href="https://ccw.iitm.ac.in">https://ccw.iitm.ac.in</a>) from time to time.