



O/o Hostel Management
Indian Institute of Technology Madras, Chennai 600036

No.F/OHM/WVM/10/2017

04November, 2017

Notification

**Sub: Winter vacation mess-Dining procedures for vacation category students
(all UG, MA, MSc. MBA and PC)-reg.**

1	VACATION MESS	WINTER VACATION MESS FROM 25/11/2017 TO 14/01/2018.
		The vacation mess is optional for vacation category students (all UG, MA, MSc. MBA and PC).
		The vacation mess arrangements are entirely different from regular mess. Therefore, students are advised to strictly adhere to the prevailing dining procedures for the vacation mess to serve you better.
2	MESS REGISTRATION	MESS REGISTRATION THROUGH OFF LINE AT O/o HM FROM 21/11/2017.
		The vacation category students who got permission for stay back during vacation and require mess facility <u>can register for mess for the required period</u> through offline at O/o Hostel Management (Room no.203) from 21 st November 2017.
		Students attend work shop from 25/11/17 to 5/12/17 have to register separately if they want to avail mess facility.
		Please note that, if, any student participate in Inst. Projects/activities (i.e. IITM SAT) and getting mess facility officially on free of cost, they need not register for mess.
		No correspondence will be entertained with regard to mess registration or cancellation.
		M.Sc. 2017 batch students are not permitted to register for mess from 10th to 25th December 2017 as they have to vacate their hostel rooms on account of inter IIT sports meet.

3	MESS ALLOTMENT	<p>Mess will be allotted based on availability of vacancy in the messes.</p> <p>Mess will be allotted for the permitted period only.</p>
4	MESS CHANGE	<p>Mess change request will not be entertained strictly.</p>
5	PAYMENT OF MESS FEES	<p>The vacation category students are required to pay for vacation fees separately in advance for the number of days registered for mess at the rate of ₹107/- per day as advance.</p>
6	MESS CHARGES	<p>The students will be charged at actual (i.e. daily rate at ₹95/- plus GST @12%) for the entire period of registration less cancellation if any.</p>
7	CANCELLATION/ MODIFICATION OF MESS REGISTRATION	<p>It is mandatory that students who have registered initially and do not require mess facility at a late date do cancel the mess registration through offline at O/o HM in advance.</p> <p>Mess Cancellation/modification should be done in advance (i.e. before the date of absence for mess) through offline at O/o HM.</p> <p>Post date (late) cancellation of mess will not be entertained. (i.e. you should cancel the mess registration before proceeding out for vacation).</p> <p>Duplication/overlapping on mess registration/cancellation will be decided at the discretion of O/o HM.</p>
8	MESS REBATE	<p>No rebate is allowed for vacation category students during vacation as they are supposed to register for mess only for the required period.</p> <p>Vacation category students are advised not to register for mess if they do not require mess facility during vacation.</p> <p>(or)</p> <p>Do cancel your mess registration when you do not require mess if you have registered already.</p>

9	DISCREPANCIES IN CHARGES/ REBATE	If, any discrepancies found in vacation mess charges, the same should be brought to the notice of this office immediately.
		We may not be in a position to sort out, if any discrepancies raised after finalization of vacation mess account.
		Therefore, please check your iKollege account for vacation mess charges.
10	THERE IS NO FOOD COURT FACILITY AVAILABLE DURING VACATION.	

Sd./-
Prof. Sathyanarayana N. Gummadi)
Chairman, Council of Wardens &
Hostel Management

To
All the vacation category students (**all UG, MA, MSc, MBA and PC**)- through smail.
All hostels.

CC to: CCW., DOST., The Chairman, MMC, All the Wardens, AR (Students), CCW office and Hostel Affairs Secretary - for kind information.