National Institute of Fashion Technology, Chennai
राष्ट्रीय फैशन प्रौद्योगिकी संस्थान, चेन्नै

An Institute of Design, Management & Technology A statutory Institute, governed by the NIFT Act, 2006, Ministry of Textiles, Government of India
डिजाइन, प्रबंधन और प्रौद्योगिकी केलिए वस्त्र मंत्रालय, भारत सरकार के अधीन निफ्ट अधिनियम, 2006 द्वारा शासित एक सांविधिक संस्थान

ONLINE HOSTEL REGISTRATION
(August 2023 – May 2024)
for Students of UG & PG SEM - I

यू जी & पी जी सेमेस्टर - I के छात्रों के लिए ऑनलाइन छात्रावास पंजीकरण (अगस्त 2023 - मई2024)

Instructions for booking hostel rooms online

NIFT Chennai provides hostel facility for both Boys and Girls separately. The candidates whose admission into NIFT Chennai for the academic year 2023-24 is confirmed can book their hostel accommodation ONLINE. Hostel photographs are uploaded in the NIFT-Chennai website [www.nift.ac.in/chennai]

Please go through all the instructions/ the check lists carefully before booking a room

1. Hostel Room booking has to be done **ONLINE** only.

2. Hostel room booking is strictly on a **"First come first serve"** basis.

3. The accommodation is allotted solely **at the discretion of the NIFT management upon the condition that the parents/students agree to abide by the rules and regulations of the hostel.**

4. Parents and students are requested to go through the NIFT Chennai Hostel

Rules & regulations 2023 -24 thoroughly. [Ref: https://nift.ac.in/chennai/hostels]. They need to sign the undertaking given in the rule book and the scanned image to be uploaded while submitting the hostel registration form ONLINE.

5. Link for the ONLINE Registration form will be made available shortly in the website and it will be open till availability of rooms.

6. The Girls hostel is located within 2 Km radius of the institute and the resident students are provided with transport facility while the boys' hostel is located within the campus.(The location maps are given in Annexure –V)

7. AC and Non-AC rooms are available on Twin sharing basis only. It may be noted that all rooms are similar in size with good ventilation and lighting.

8. Special rooms are available for students with disability in the Girls Hostel. Such students opting for hostel accommodation are requested to send a request by mail only immediately after their academic admission is confirmed with the proof of hostel fees payment - DD/ NEFT details, so that the room can be reserved.
   Contact Email ID: girlshostel.chennai@nift.ac.in

9. Hostel facility is available for candidates from OUTSIDE Chennai ONLY. However, Chennai students will be given preference based on vacant rooms available after 1 ½ months of commencement of classes. **Students residing in Chennai need not register online** and should only send a request mail to the girlshostel.chennai@nift.ac.in / boyshostel.chennai@nift.ac.in.

10. Candidates are requested to Book Room only once. If more than one registration is made then all the bookings get canceled automatically.

11. For BOOKING room, candidate needs to mention **all the details presented in the registration form - Ref: Annexure-III.** Booking will be confirmed and

allotment be made only after necessary details are furnished. The confirmation of the booking will be intimated through mail.

12. Hostel Room booking can be **SUBMITTED ONLINE** only if **full payment is made.** For **detail on Hostel Fees** refer to NIFT Chennai website [www.nift.ac.in/chennai]

13. Hostel Fee payment to be made by the following modes only **before online booking** and the details should be furnished compulsorily at the time of ONLINE room booking **(Refer Annexure II)**. Pls. note **CASH/CHEQUE payment is NOT accepted.**
    a. **Bank Transfer – IMPS/RTGS/NEFT**
    b. **UPI App Transaction –BHIM/Googlepay/Paytm/PhonePe, etc.**
    c. **Demand Draft**

14. At the time of reporting to the campus to join the hostel, candidates must submit Hostel Fee ONLINE payment details/ORIGINAL DD along with printed copy of the HOSTEL ADMISSION/REGISTRATION FORM with photographs duly signed by the candidate, parents and Local Guardian (if applicable) and the duly signed Undertaking forms. The Checklist of documents to be submitted during hostel registration at the campus in **Annexure- IV.**

15. Final allocation of hostel room and handing over of room key will be on the date of arrival at the NIFT campus and is subject to clearing of NEFT transfer for FULL PAYMENT. **NIFT Chennai reserves the right to allot/cancel booking of reservation made.**

16. The hostel registration at the campus is scheduled on 24.07.2023* & 25.07.2023* at Room no.18, NIFT Chennai Campus.

 (*Pls. refer to the important dates with time schedule given in Annexure -1 & **the Address of the hostel venue with location map details given in Annexure- IV.)

17. Students can occupy the room only after the verification of relevant records and the key is issued to them. Parents are strictly not allowed to visit/stay in the hostel rooms. Whereas, those students who want to stay with their parents after admission to the hostel should to get prior permission from the hostel in-charge as per the rules (Please note: There is no accommodation facility available for the parents accompanying the students at NIFT Chennai campus hostels.)

18. Receipt for Hostel Fee payment will be issued in the campus at the time of admission to hostel.

19. Requests for swapping of rooms will be entertained only after 1 ½ months of commencement of classes. Swapping will be allowed only once and such request should be submitted to the hostel In-charge.

20. NIFT Chennai reserves the right to revise the hostel fee from time to time. The same will be notified to the resident students for compliance.

21. For Further Clarification, you may contact

    ➢ For Boys' Hostel: boyshostel.chennai@nift.ac.in

    ➢ For Girls' Hostel: girlshostel.chennai@nift.ac.in

Please Note: All communication regarding hostel affairs will be entertained through the given email ids only. No other means of communication warrants any action to be initiated.

Annexure I

IMPORTANT DATES

S. No	Date	Time	Details	Venue
1	24.07.2023 & 25.07.2023	9.30 am	Presentation on the Hostel Rules & regulations	NIFT Campus Auditorium
		10am – 1 pm	Verification of documents and admission to Hostel (Submission of Registration form & Hostel Fees) Occupying room immediately after registration is over	Room No.18, NIFT Campus
		2 pm - 6 pm		
2	26.07.2023 to 28.07.2023 (9 am – 6 pm)	9 am - 6 pm	Orientation Programme at the NIFT Chennai Campus (It is Mandatory for all students and their Parents/Guardians to attend)	NIFT Campus, Auditorium

Annexure – II

Details Required for Hostel Fee Payment

- **Details Required for NEFT Transaction**

> Name of the Bank: ICICI Bank
>
> Name of the Account: NIFT, Chennai Hostel A/c
>
> Bank Account Number: 603301112839
>
> IFSC Code: ICIC0006033
>
> **Branch Name: Besant Nagar Branch**

- **Demand Draft (DD)**

In case the payment is through Demand Draft, DD may be drawn in favor **of NIFT, Hostel payable at Chennai**. A **scanned image of the DD has to be uploaded while Booking the hostel room.**

Annexure III

DETAILS REQUIRED AT THE TIME OF ONLINE ROOM BOOKING

1. **NIFT Unique Id Number:**

   (Note: This is not your CMR/ Entrance Exam Roll no

   Check your Admission receipt for Unique ID No.

   For eg. BD/23/0001 or BFT/23/0001 or MFM/23/0001)

2. **Name of the student:**

3. **Student's Photograph**

4. **Student Email ID:**

5. **Student Mobile Number:**

6. **Student Aadhaar Card No:**

7. **Residence Address**

8. **Father's/Guardian's Name**

9. **Father's/Guardian's Photograph**

10. **Father's Email ID:**

11. **Father's Mobile Number:**

12. **Father's Aadhaar card No:**

13. **Mother's Name**

14. **Mother's Photograph**

15. **Mother's Email ID:**

16. **Mother's Mobile Number:**

17. **Mother's Aadhaar card No:**

18. **Name of the Local Guardian, If applicable:**

19. **Photograph of the LG:**

20. **Local Guardian Mobile Number:**

21. **Local Guardian Email iD:**

22. **Local Guardian Aadhar Card No:**

23. **Upload Image Copy of Admission Slip**

24. **DEMAND DRAFT Details**

i.   DD Amount (Rs.)

ii.   Demand Draft Numbers (You have the option of taking more than 1 DD)

iii. Demand Draft Date

iv.   Name of the Bank

v.   Upload Image Copy of Demand Drafts

25. NEFT Details

i.   Amount Transferred (Rs.):

ii.   Date/Time of Transfer:

iii. Name of the Bank:

iv.   Transaction Reference ID:

v.   Name of the Account Holder (Please Note: Name of the Account Holder may be different from the name of the candidate. Utmost care must be taken to enter the correct "Name of the Account Holder")

vi.   Screenshot of the successful transaction (to be uploaded)

Annexure IV

DOCUMENTS REQUIRED TO BE SUBMITTED AT THE TIME OF HOSTEL REGISTRATION AT NIFT CHENNAI

1. **Original & printed copy of the NIFT Admission Receipt.**

2. **Original and printed copy of the DD/NEFT details of College fee.**

3. **Original and printed copy of the DD/NEFT details of hostel fee.**

4. **Printed Hostel Registration form (Signed by the student, Parent, Local Guardian with Photograph).**

5. **Printed copy of the Resident Student Undertaking form from the Hostel Rules & regulations 2023 Booklet.(submitted Online)**

6. **Printed copy of the Parent Declaration form-Hostel from the Hostel Rules & regulations 2023 Booklet.(submitted online)**

Annexure V

ADDRESS AND LOCATION MAP OF NIFT CHENNAI Campus/ HOSTELS

NIFT CAMPUS, RAJIV GANDHI SALAI, THARAMANI, CHENNAI-600 113 TAMILNADU

Location Map Link:

https://goo.gl/maps/xiidsXVJgub46JBs9

QR Code:

<u>GIRLS HOSTEL</u>

<u>Address</u>

MGR FILM CITY (NEAR RAMUNJAM IT PARK)
KANAGAM, THARAMANI,
CHENNAI, 600113, TAMIL NADU.

<u>Location Map Link:</u>

https://goo.gl/maps/a1puqUzS5SmvZtRp7

<u>QR Code</u>: