



INDIAN INSTITUTE OF TECHNOLOGY GUWAHATI
Guwahati – 781 039
Section: Students' Affairs

Ref.: IITG/SA/HAB/POLICY/270/2021/395
Date:23.09.2021

CIRCULAR-55/2021

Students in campus: This is for information of those students who have been terminated from academic programme by the Institute he/she must ensure to inform the hostel office and vacate his/ her room within one week of termination. Further, students on temporary accommodation, project staff and visitors must vacate his/ her hostel room within the permitted time of hostel stay. For any additional time needed to vacate the room, he/she must apply to the HAB office and seek approval. If he/she continue to stay in the hostel even after termination or completion of permitted period of stay without informing the hostel office (with a copy to HAB) and approval from HAB, he/she will be penalised Rs. 400/- per day along with further disciplinary action.

Students not in Campus: The rooms which are occupied, however locked by the students who have been terminated or completed their permitted period of stay, will be vacated by the hostel authority after one week. Such students if wish to vacate room by themselves, they must do so within one week of their termination or permitted period of stay. The belongings shall be kept in hostel store room for 15 days and after that will be disposed off. Hostel office/Institute will not be responsible for any damage /loss of belongings in such cases.

The hostel offices is to ensure the implementation of above policy and submit a report of the above cases to the HAB Office.

This is issued with approval of the Competent Authority.


Joint Registrar & HoS
(Students' Affairs Section)

Copy for information to:

1. Director's Office/Deputy Director's Office/Registrar's Office
2. DoSA/ADoSA-1/ADoSA-2
3. Chairman, HAB/Vice Chairman, HAB(Services)/Vice Chairman, HAB(Infrastructure)
4. Wardens/Associate Wardens
5. Notice Boards/Intranet/ All Hostel Staff