

GUIDELINES FOR STUDENT RESIDENTIAL FACILITY

Residential facility

(a) Residential facility is permitted on annual basis for students admitted for regular programmes for the duration of regular academic session.

(b) All rights of permission to avail the Residential facility are reserved with the University and can be denied to any student. No student shall be entitled to claim this facility as a matter of right.

(c) Residential facility will be offered on First Come First Serve basis, with the provision for reservation for special category of student(s) such as those admitted for residential or specific programme or admitted in Hons programme or from the distant places or on the basis of academic/ sports/ cultural/ co-curricular or other performances or as decided otherwise by the University.

(d) The location of the Residential facility, floor and room pattern are subject to change from time to time.

(e) Residential facility will be provided till the end of the regular academic session including regular exams or 10 months from the start of session, whichever is earlier. Students can come and join two days prior to start of academic session and will be required to vacate Residential room/ apartment within two days after regular exams. For availing Residential facility after the end of academic session for any purpose like summer school/reappear examination/ make up examination/ PEP/ EEP classes etc., additional proportionate residential fee (residence) will have

to be paid by the student, subject to the availability and permission of Residential facility.

(f) Residential fee (Residence) as mentioned below is for the academic session 2022-23 and is subject to change for successive sessions.

(g) Unless otherwise specified, Residential facility(s) once chosen like Air Conditioned facility etc. will not be changed during the academic session.

(h) Residential fee (Residence) includes the fee for accommodation (boarding and lodging), geyser, cooler or AC (as opted), and electricity (free units as mentioned below), generator and maintenance cost for light load.

(i) Electricity used in excess of light load permissible by the university will be charged on actual basis. In case of shared room or apartment i.e. 2, 3, 4 seater etc. usages of electricity units will be calculated on per room basis and shared equally among all the occupants of the room.

(j) The reading of electricity meter noted on the day prior to reporting date of the first student in the allotted room in residential facility of the university, shall be considered as the initial reading for all the subsequent students allotted the same room.

(k) For Refund of fee, refer to Refund Policy mentioned separately.

Conditions of availing Residential facility

i. In case a student has availed the Residential facility for the full academic session and if due to any reason leaves/withdraws the

residential facility during the academic session, the student shall have no claim for refund of fee & other charges already paid or otherwise, whatsoever against the University after the last date of refund as prescribed under the head 'Refund Policy for Indian Applicants' of Part-C. Fee and other charges, including amount paid for provisional registration, paid by the candidate shall stand forfeited and the candidate shall further be liable to pay the fee and other charges for remaining/entire year.

ii. In case a student has availed the residential facility for the whole academic session and later on seeks to move out of the university due to certain reasons like getting On-Job-Training / selected for Internship / study abroad programme / cultural or academic exchange programmes etc., then he/she will be required to vacate the allotted room/apartment immediately or within stipulated time period as decided by the University and will not be entitled for any refund of fee paid for residential facility. Provided further that if under special circumstances, such a student is allowed to stay in the residential facility, then he will be required to follow all the rules, regulations and guidelines for staying in residential facility including but not limited to check-in and check-out times, maintaining discipline, day-offs, leaves, last day of vacating the room etc.

iii. The University can provide residential facility, at its own or through other arrangement, in or outside campus, as deemed fit.

iv. The student will not be entitled to claim residential facility as a matter of right.

v. The student will vacate the residential facility in case of any requirement of the University for some specific period(s) for any reasons including accommodating guests, delegates, participants of any event, for maintenance work etc., as and when prescribed by the University.

vi. The University reserves the right to get the residential facility evacuated at any time either partially or in full on account of any emergency or any unforeseen circumstances arising within or outside the University.

vii. In case it is found at any time that the student is subject to be declared ineligible for appearing in any examination due to shortage of attendance in a particular term after due consideration of all the classes to be conducted for that term or in case detained at any time on account of disciplinary misconduct or any other reason whatsoever, the student will be liable to vacate the residential facility as and when directed by the University. Allotment of residential facility in the next term/semester shall be solely at the discretion of the University.

viii. The University reserves the right to debar the student to apply for residential facility in case student has CGPA or attendance less than the prescribed limit as specified by the University from time to time. In addition to academic credentials student may also be debarred from applying for residential facility, in case student has been considered for disciplinary action or case of indiscipline is pending against him.

ix. The University will reserve the right to carry inspection of the students room, bags, almirahs or any of personal belongings at any time during day and/or night.

x. The University will reserve the right to make changes in residential facility, room allotted and various provisions and facilities in the accommodation as deemed appropriate from time to time.

xi. The entrance of outsiders in the residential accommodation will be restricted and entry and/or stay of parents/guardian and any other visitor (if authorised) will be subject to the permission of warden and other concerned authorities of the University; and if permitted, parents/guardians/visitor while being on campus will ensure that they behave decently and in orderly manner and any misbehaviour or unwarranted act on their part shall entitle the University to take any action against the student.

xii. In case a student has booked a room having room pattern 4 seater/3 seater/ 2 seater etc. But later on due to de-allocation/ shifting of his/her other roommates the occupancy of the room is less than as compared to the allocated room pattern then university has full rights to shift the student to other room having same room pattern for full occupancy. Shifting may or may not be in same block/residential facility. If the student wants to retain the same allocated room then he/she will be liable to pay the excess room rent as per occupancy status of the particular room.

Example: If a student initially opted for a 4 seater room and later on one of his roommate left the hostel and now only 3 students are staying in a 4 Seater room, then

University may shift the students to other rooms so that the remaining 3 students are in a 4 Seater room only.

In case students are not interested to shift their room then each student may be charged fee of 3 Seater for the remaining period.

xiii. The student will take precautions against insect-bites, dog-bites,

snake-bites, animal-bites, plant-bites and such other infections and diseases and the University shall not be liable for such infections and diseases. However, in case of falling sick or any sort of infections, diseases or personal injury or otherwise, the student shall inform the warden and his/her parents instantly; and shall be liable to pay/reimburse for any expenditure incurred by the University and/or warden on his/her treatment for any illness or disease or personal injury or otherwise.

xiv. The student will not make any unauthorised use of electricity by using any electrical gadgets including iron, heater, audio player, convector and immersion rod.

xv. The residential fee (residence) includes the charges for usage of fixed electric units as prescribed by the University and in case the utilized units exceed fixed units, the student will pay the charges for usage of units exceeding the fixed units.

xvi. The CFL once issued will not be replaced in case of damage due to default on part of the student and it will be the responsibility of the student to get it replaced at his own cost.

xvii. The student will not paste any poster or painting on the walls of rooms or at other places in and outside residential premises.

xviii. The hot water supply shall be available in winter only for fixed timings as prescribed by the University.

xix. If the student is absent from the residential facility without

permission or violate any guidelines or policy or instructions of the University, the University shall be entitled to take any disciplinary action against the student including or rustication/expulsion cancellation/ withdrawal of residential facility.

xx. The University will reserve the right to withdraw or change any residential facility and/or to revise fee or any other charges prescribed for the purpose of availing any residential facility.

xxi. Students must put thick curtains on windows, ventilator and doors facing towards balcony/ outside and are strictly prohibited not to paste any poster, newspaper etc. on such things which may damage the paint or colour of the wall, doors, cupboard, etc.

xxii. The student will be liable to pay for any damage caused to the residential accommodation either alone or jointly with others apart from any action(s) as decided by the University.

xxiii. Warden or other competent authority of the University can check about the students whereabouts and other details as and when required.

xxiv. Students shall be themselves responsible for the cleanliness of their rooms/apartments. However the washrooms and corridors will be cleaned by the housekeeping staff on periodical basis.

xxv. Students are strictly prohibited from conducting any religious indoctrination and observances including prayer at any place in the university. However a student might worship or pursue the prayer alone, silently in room allotted to him/her for residential facilities, if any, in such a way that his/her activity does not disturb or distract the other occupants of the same room or neighbouring

rooms. Loud chants and usage of cyndals, trumpets, bells/ chimes or other musical/ sound producing instruments are prohibited to avoid disturbance/ noise pollution. Usage of Dhoopbatti / Agarbatti/ such incense sticks or any burning materials are prohibited even in the room allotted for residential facility due to safety reasons.

xxvi. If a student does not report/join the university within one week after the scheduled start of session, the residential facility already allocated to him may be de-allocated. However on late joining / reporting, if permitted as per the clauses mentioned above, the residential facility may be allotted again but the category of room (standard room/ apartments, air cooler/ air conditioned) or pattern (dormitory, 4 seater, 3 seater, 2 seater, 1 seater) may not be the same as originally requested / opted at the time of admission. Such allotment will be subject to availability of seats and in case student is not interested to avail the offered category of room (standard room/ apartments, air cooler/ air conditioned) and pattern (dormitory, 4 seater, 3 seater, 2 seater, 1 seater) of residential facility, then the amount already deposited by him may be refunded/reimbursed subject to refund policy prescribed in Part C of Prospectus-2022 under the head 'Refund Policy for Indian Applicants' or in International booklet.

Meal Plan

(a) Meal Plan is permitted on annual basis for students admitted for regular programmes for the duration of regular academic session.

(b) Students have an option to avail Meal Plan from the University or may manage on their own. Meal

Plan may be offered in 2 different categories - Standard Meal and Continental Meal.

(c) Fee for Standard Meal Plan - R 31000/- or USD 575 (prescribed Standard Meal containing North Indian dishes)

(d) Meal Plan will be provided till the end of the regular academic session including regular exams or 10 months from the start of session, whichever is earlier. Students may avail meal plan when they come and join two days prior to start of academic session and upto two days after regular exams. For availing meal plan after the end of academic session for any purpose like summer school/reappear examination/ make up examination/ PEP/ EEP classes etc., additional proportionate Residential Fee (Meal) will have to be paid by the student, subject to the availability and permission of meal plan.

(e) The fee for meal plan is for academic session 2022 -23 only and is subject to change for successive sessions.

(f) Continental meal (if offered), may not be available in the same residential facility but may be at other place(s) within the University Campus.

Note: For details on transport facility and vehicle parking facility, refer Prospectus 2022 or University website (under the head Admissions i.e. <http://www.lpu.in/admissions/admissions.php>).

General Information

What are the documents that I need to bring when I first join the university?

You need to bring:-

- ▲ Valid Passport (Minimum Validity should be at-least for the full duration of the program)
- ▲ Letter of admission issued by the University (Should carry this in the hand luggage as will be required at the airport for the immigration purpose).
- ▲ Should carry the Yellow Fever Injection Card and Polio Drop Certification if you are travelling from Africa. (Should carry this in the hand luggage as will be required at the airport for the immigration purpose).
- ▲ Make sure that you carry the originals, copies of your certificates/degrees and 10 passport size photographs.
- ▲ Ensure that you obtain visa from Indian Embassy/ High Commission stamped on the name of Lovely Professional University.
- ▲ Residence proof issued by the government which clearly defines your address in English. In case the same is not available then please get the attested residential proof in English.
- ▲ International Medical Insurance (valid in India) for the complete duration of the program, also assures that you are medically fit to pursue the course before you leave your country.
- ▲ Ensure that your fee has been received by the University and you should carry the fee receipt and the proof of transfer.

Note : We have created a list of Frequently Asked Questions for you. Visit www.lpu.in/international under the section **Frequently Asked Questions** for updated FAQ's.

Medical Certification

1. Within 10 days of joining the university, our student will have to undergo medical examination as per the rules of the Indian Government which stipulate that all the international students entering India on student visa have to be tested for HIV/others.
2. At the time of reporting at the university, a student needs to provide a health certificate issued by the government hospital of his/her native country, failing which the university may cancel his/her admission or may put his/her admission on hold until the submission of the health certificate issued by the local government hospital in India.
3. In certain cases, if deemed necessary for the larger interest University can cancel the admission and ask the student to leave the country. In such a case the fee deposited would be forfeited and also the student shall not claim for the expense made for obtaining Visa, traveling or any other expenditure of any kind in this regard.
4. The student shall get International student Medical Health insurance for the complete duration of the programme a copy of the same has to be submitted to the university.

Pick Up Facility for International Students

1. For convenience of the international students, complementary Airport pickup facility (for minimum group of 5 and above) may be provided from Delhi and Amritsar airports.
2. This complementary facility will be available only on the designated dates and fixed time duration.
3. Information on the pickup dates as well as request form is available on the online application portal.
4. To avail the pick-up facility, students are required to ensure to fill the pick-up request form available in their online application portal or the university website at-least 10 days prior to their arrival.
5. International students are advised to book their flight accordingly.