

**INDIAN EDUCATION SOCIETY'S  
STUDENT HOSTEL  
(GIRLS & BOYS SECTION)  
Non Air-conditioned & Air-conditioned**



**Hostel Information Brochure and  
Application Form**



Address: New English School Campus, Government Colony,  
Near Kherwadi Police Station, Bandra (East),  
Mumbai 400051  
Tel. +91-22-26571308 / Mobile - +91-7977531306  
Email : [shelter@ies.edu](mailto:shelter@ies.edu)

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## HOSTEL COMMITTEE

| Sr. No. | Member                   | Designation |
|---------|--------------------------|-------------|
| 1.      | Shri. Satish M. Lotlikar | Chairman    |
| 2.      | Shri. Gajanan Samant     | Member      |
| 3.      | Shri. Sagar Sule         | Member      |
| 4.      | Shri. Satish R. Nayak    | Member      |
| 5.      | Shri. Ramesh Rao         | Member      |
| 6.      | Shri. B.G. Ghadi         | Member      |
| 7.      | Ms. Medha Kadlag         | Invitee     |
| 8.      | Ms. Ami Negandhi         | Invitee     |
| 9.      | Shri. Prakash Salunkhe   | Convener    |

## FEE STRUCTURE

|    | Fees /Deposit/Charges   | Non AC<br>Girls / Boys Section<br>Amount ( Rs.) | AC<br>Girls / Boys Section<br>Amount (Rs.) |
|----|---|---|--|
| a) | <b>Room Rent : Payment will be collected in advance for July – Dec (6 months) and Jan – June (6 months) every year.</b>         |   |  |
|    | <b>IES Students</b>   | <b>Rs.7,000/- p.m.</b>                          | <b>Rs.10,000/- p.m.</b>                    |
|    | <b>Non IES students</b>   | <b>Rs.8,000/- p.m.</b>                          | <b>Rs.12,000/- p.m.</b>                    |
| b) | <b>Deposits</b>   |   |  |
|    | Hostel Deposits (One Time)  | <b>Rs.20,000/-</b>                              | <b>Rs.20,000/-</b>                         |
|    | Electric Energy Deposit   | -   | <b>Rs.10,000/-</b>                         |
| c) | <b>AC + 2 Tube Lights + One Fan+ Plug Points + Wifi power point<br/>(Above Electrical charges payable monthly as per meter)</b> | -   | <b>Rs.12/- per Unit</b>                    |
| d) | <b>I-Card Fees (One Time)</b>   | <b>Rs.100/-</b>                                 | <b>Rs.100/-</b>                            |
| e) | <b>Optional Charges</b>   |   |  |
|    | Electrical Gadget like Induction, Heater & Iron   | Rs.200/- p.m.                                   | Rs.200/- p.m.                              |
|    | Parking (2 Wheeler only)  | Rs.200/- p.m.                                   | Rs.200/- p.m.                              |
|    | Fine for late night entry to Hostel<br>(Rs.10/- add every week if not paid in same week)  | Rs.500/- per instance                           | Rs.500/- per instance                      |
|    | Additional Late Payment of Rent   | Rs.25/- per day                                 | Rs.25/- per day                            |
|    | Cheque bounce   | Rs.200/- per instance                           | Rs.200/- per instance                      |

## INTAKE CAPACITY OF STUDENT HOSTEL

| Sr.No. | Section | Floor           | Non AC / AC | Total No. of Seats |
|--------|---------|-----------------|-------------|--------------------|
| 1      | Girls   | 1 <sup>st</sup> | Non AC      | 32                 |
| 2      | Girls   | 2nd             | AC          | 14                 |
| 3      | Boys    | 3rd             | AC          | 14                 |
| 4      | Boys    | 4th             | Non AC      | 32                 |

## HOSTEL FACILITIES

Non Air Conditioned & Air Conditioned Hostel facility is provided by Indian Education Society (IES) for the convenience of the Students who require lodging accommodation to enable them to pursue their studies in the College. The residents in the IES Students Hostel will be referred to as Residents. Preference will be given to students of IES Colleges.

1. The Non AC rooms are single, twin / tripal sharing & twin sharing with bunk seats and AC rooms are twin sharing & twin sharing with bunk beds. Students seeking admission would be given an option to select the room of their choice subject to availability. Allotment of the room will be given to IES students as a first preference. Available rooms will be given to non IES students on term period basis (i.e. Jan to June & July to Dec). As & when students of IES apply at the beginning of the year it will be allotted to them & non IES students will have to leave & not be admitted.
2. The Student Hostel has the following amenities and facilities (Non AC & AC Section)

|    |                               |
|----|-------------------------------|
| 1. | Bed, cupboard & display board |
| 2  | Split AC ( AC Section)        |
| 3. | Room fan                      |
| 4. | Window curtain                |
| 5. | Free Wi-Fi                    |
| 6. | Study Table and Chair         |
| 7. | Hot water in bathroom         |

|     |   |
|-----|---|
| 8.  | Wash basin                                  |
| 9.  | Pantry with water purifier                  |
| 10. | Fridge ( AC Section )                       |
| 11. | Electric Sub Meter ( AC Section )           |
| 12. | CCTV camera at entrance lobby for Security  |
| 13. | Parking for 2 Wheelers vehicle              |
| 14. | Play Ground for outdoor games               |
| 15. | Rickshaw and Tax stand (nearby)             |
| 16. | Police Station at a distance of 100 meters. |
| 17. | Campus Canteen                              |
| 18. | Services of Attendants                      |
| 19. | ATM and Bank Facility in campus             |
| 20. | Cable TV                                    |
| 21. | Newspaper                                   |
| 22. | Meeting once a month                        |

### **CANTEEN & MEDICAL FACILITY**

1. Canteen service is available in the Campus. Service by the canteen is with prior orders. Payment is to be made by cash on delivery of the service.
  
2. Doctors within the locality are available for medical assistance to the students

## HOSTEL INFRASTRUCTURE

**Non Air – Conditioned**









## HOSTEL INFRASTRUCTURE

**Air – Conditioned**

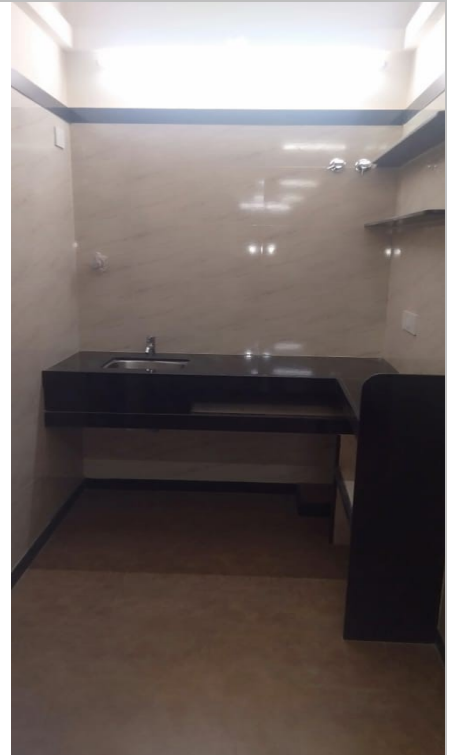
**REGULAR ROOM**



## BUNK BED ROOM



## Amenities



## RULES FOR ADMISSION

1. The students should fill the Application Form and Undertaking ( attached to this Brochure) and submit the same to Hostel Incharge along with the cheques of fees and deposits.
2. Fees will be charged on Semester basis and not monthly basis. Therefore students is required to pay whole fees at the time of admission or at the begging of semester.
3. Student should take care of using minimum electricity. Air-conditioners, fans and lights should be put off when room is vacated every time/every day.
4. All students are required to pay hostel deposit of Rs. 20,000/-.
5. In AC Section students also need to pay electric energy deposit of Rs. 10,000/-. The electric consumption will be deducted from the deposit of Rs. 10,000/- **if not paid by the students on monthly basis** & will have to be replenished as & when it nears zero. Outstanding amounts will be charged 1.5% interest per month.
6. No Outsiders/Visitors/ Friends/ College-mates will have entry to the Air-conditioned Hostel Section. It is the responsibility of the student to ensure that they do not invite / call any other student who is not admitted to the AC hostel. Any student who contravenes this condition will be penalized Rs. 500/- per incident. Repeated contravention will invite expulsion from the AC hostel. Decision of the Chairman will be final in the matter.
7. In AC Section electricity (AC + 2 Tube Lights + One Fan+ two Plug Points + Wifi) to the room is chargeable on a monthly basis. Sub meters have been fitted for each room & the consumption will be monitored to arrive at energy used. The energy will be charged at the rate of Rs. 12 per unit.
8. In AC Section to conserve on energy usage it is advisable that the door & the window of the room remain closed when the AC is on. If curtains are drawn it will further reduce energy consumption. It is advisable to keep the AC off when the room is not in use.
9. Closed Circuit Camera at the entrance will monitor entry and exit at the main door.
10. Induction Heater / any Heater/ Stove is not permitted in the room. Facility for electrical heating is provided in the pantry area. Rs.200/- per month to be paid for the use of Electrical Heaters in the pantry.
11. Deficiency in amenities is to be reported to the Attendant promptly so that it is rectified.
12. Entry to the AC hostel section will be strictly restricted. The Attendant will maintain discipline of the section. No outsiders, friends, relatives will be permitted to visit the AC section without permission. Relatives will not be accommodated in the rooms. Relatives will have to report at the main gate & interact only with the Attendant. The main door will be closed at all times.
13. Food delivery services such as Swiggy, Zomato, Uber etc. is permitted upto 11.00 pm.

## GENERAL RULES AND REGULATIONS

The Hostel Facility is provided by Indian Education Society (IES) for the convenience of the Students who require lodging accommodation to enable them to pursue their studies in the College. The residents in the IES Students Hostel will be referred to as Hostelties/Resident. Preference will be given to students of IES Colleges.

The Residents are expected to conduct themselves with discipline, dignity and must respect the privacy rights of other residents. Moral Standards and decorum must be observed at all times.

The rules and regulations given hereunder are framed with this objective in view and it shall be incumbent on all the students to follow them in their own and mutual interest.

### **RULES AND REGULATIONS**

#### **A) ALLOTMENT OF ROOMS**

- 1) Hostel accommodation allotment (of 6 months) is purely at the discretion of the management and on condition that the student agrees to abide by all the rules and regulations of the hostel, for not more than one term.
- 2) The management may refuse hostel facilities without assigning any reason or remove a resident from the hostel at any time on disciplinary grounds.
- 3) On the disciplinary grounds, students may be required to vacate their rooms at short notice. Similarly students may be required to shift to alternate accommodation at short notice for administrative reasons.
- 4) The Hostel Management reserves the right to break open any cupboard which is not vacated, pack up the contents and store it. No complaints of breakage or loss will be entertained.
- 5) Residents must occupy rooms specifically allotted to them. Residents shall not change over to any other room except with the written permission of the Hostel Incharge.
- 6) Allotment of a room made to any student is subject to cancellation if he/she fails to occupy it within the stipulated time or is found absent from the room without prior information or any other valid reasons.
- 7) Students will lose their room allotment if they fail to clear all their dues towards the hostel by the scheduled date.
- 8) Non IES Students stay will not be renewed in July / January of the Calendar Year if the seat is required for IES Student.



- 9) All instructions/notices displayed on notice boards will be deemed to have been read by all residents and excuses for non-compliance of such instructions and notices will not be accepted. Residents are advised to refer to the notice board everyday to acquaint themselves with latest information/orders.
- 10) The Hostel Management reserves the right to move residents to other rooms if found necessary.

## **B) BEHAVIOUR AND DISCIPLINE**

1) Residents are expected to display acceptable form of behaviour, maintain discipline and decorum in the hostel complex.

**2) Ragging in any form is banned inside and outside the campus. Strict action will be taken against the defaulters. No leniency will be shown to the offenders. Suspension and or withdrawal from the hostel/college is one of the actions taken promptly. Strict disciplinary action will be taken as per the Provisions of Maharashtra Prohibition of Ragging Act 1999.**

3) Smoking is not allowed in the hostel complex at any time.

4) Possession, distribution and consumption of alcoholic beverages, prohibited drugs, chewable tobacco in the hostel complex is not allowed.

5) Parties, social or political gatherings in the hostel complex are not permitted without the prior and written consent of the Chairman. Celebrating festivals like Holi/Diwali/burning/bursting crackers inside the rooms or in the hostel building/premises is strictly prohibited.

6) Students are requested to avoid singing aloud, shouting or making all types of noises or playing loud music. Disturbing the quiet atmosphere by any other means is not permitted as it distracts/disturbs other Residents. You may use head earphones while listening to music.

7) Playing any kind of outdoor games inside the hostel/corridors is not permitted.

8) Vandalism is a very serious offence. Residents found guilty of committing such an offence will be evicted from the hostel.

9) In case of any unacceptable behavior by the room-mate's, the other room-mate must report it to the Hostel Authorities.

10) Pets of any kind are prohibited inside the hostel. Feeding stray dogs or cats in the hostel premises is not permitted.

11) Proxy or dummy room-mates are forbidden. Strict action will be taken if accommodation is held as proxy. Such students are liable to be removed from the hostel. Residents are not permitted to allow their rooms to be used by others.

12) Any damage/breakage to hostel property will be charged to the occupants of the room/section with a fine. Disciplinary action will also be initiated.

13) No celebration or group activities are permitted after 10.00 p.m.

14) The Hostel Management will not be responsible for any untoward incidents/accident, if any residents going for picnic or outing or to home town on leave, with or without permission.

15) Students, their parents/guardian need to inform in writing regarding any change of address and or contact numbers, to the warden.

### **C) VISITORS**

1) Visitors including parents are allowed only into the visitor's area of the hostel during the visiting hours as follows:

**Weekdays: (Monday – Saturday) – 8 a.m. to 5.00 p.m.**

**Sunday and holidays –8.00 am to 6.00 pm.**

2) All visitors must register at the guard house and provide all details and documents as requested by Security Staff before entering the hostel complex. All visitors must leave the hostel complex before 6.00 pm.

3) Residents are not permitted to allow visitors of the opposite sex into rooms at any time for whatever reason. Any residents found violating this rule will be evicted from the hostel.

4) Non-Resident students are prohibited in the hostel without the permission of Hostel In-Charge. The student who violates this rule is answerable to the Hostel In-Charge.

5) Visitors including parents and guardians must obtain visitors' pass from the Hostel In-Charge even to enter the visitor's area in the hostels.

6) Male relatives above the age of 12 years are not permitted to visit Girls Hostels. Similarly female relatives above the age of 8 are not permitted to visit Boys Hostels.

7) The entry of all males is strictly forbidden inside ladies hostel except for Official University duty with valid passes. Likewise ladies are not permitted to enter the Boys Hostels.

### **D) Vehicle and Parking**

Residents are advised not to keep vehicles in the campus. In case any resident has a vehicle, the vehicle should be parked at owner's risk. Resident's private vehicles are liable to be frequently checked by the Regional Transport Authorities. Residents are advised to update the registration as per the rules/regulations prevalent in the State of Maharashtra. Residents are also advised to adhere to the traffic rules. Using vehicles without proper silencers create noise pollution and are prohibited. All vehicle owners will register their vehicles along with a copy of their licenses with Security Staff and obtain stickers for parking the vehicles in the Campus. Hotel Management will not take any responsibility of the vehicles. Parking of two wheelers in the hostel corridors and under porticos is strictly prohibited.

## **E) SECURITY**

1) Residents are advised to lock all cupboard / lockers at all times for security reasons. The residents are advised not to keep large amount of cash or valuables in the room. The Hostel Authorities will not be liable and responsible for such loss, if any. Residents are strongly advised to keep all their valuables e.g. mobile phones, laptop, watches, money etc. under lock and key at all times. The resident is responsible for the safety of his/her belongings inside the room. The Hostel Management will not be responsible for any loss of such articles/money. Students may deposit all sums of money not immediately required by them for their expenses in the local Banks. The residents must lock the rooms and their lockers with their own locks. (Branded Locks should be used. Number locks are not to be used). Residents are required to carry their hostel cards at all times in the compound of the hostel complex and produce it on demand by the hostel authorities.

2) Residents are not permitted to change rooms or sleep anywhere other than in their own rooms.

3) **Residents must return to the hostel latest by 10.30 pm everyday** and they are not allowed to leave the hostel premises before 6 am, unless there is any emergency or strong valid written reason submitted to the Hostel In-charge. **Residents arriving late will not be permitted inside the hostel.**

4) No Resident should stay away from his/her room during the night except with 12 hour prior written permission of the Hostel In-charge. Any Resident, who wishes to leave the campus temporarily or otherwise, should obtain the permission of Hostel In-charge in writing. Those residents applying for permission must state the date and time of their intended departure and return as well as the destinations and enter all these details in the in-out register maintained in hostel.

Any resident who finds his/her room-mate missing after 10 PM, must report to the Hostel In-charge immediately. This is to enable the hostel authorities to take immediate action in case of any untoward incident. The cooperation of residents in such cases will be highly appreciated.

5) Fire Hazards and Safety: Candles and incense are a fire hazard and are not permitted in the hostels.

6) Combustible materials such as gasoline, paint thinner and oil lamps are not permitted in the hostels.

7) Burning/bursting of crackers, carrying of crackers to the rooms and lighting of lamps/candles are banned strictly in and around the Hostel premises throughout the year.

8) Residents must switch off all lights and fans, and electrical appliances including mosquito repelling machines if any before leaving their rooms. This is necessary to avoid an inadvertent incident or eventuality.

9) The Hostel In-charge or his/her representative may enter any room for verification at any time of the day or night.

#### **F) Maintenance of Rooms and Hostel Premises**

- 1) Residents are responsible for keeping their rooms and the common areas in the hostel such as visitor's area, bathrooms, stair cases, and common room etc. clean and tidy at all times.
- 2) All fans, lights and electrical appliances must be switched off when not in use.
- 3) Cooking, making tea etc is not allowed in the hostel.
- 4) Any damage to hostel property will be made good by the residents who are responsible for such damage. This includes driving in of nails, pasting of posters, wall writings / chalking, slogans of any kind, defacing of walls, damage to fixtures and furniture. Fine will also be levied in addition to disciplinary action. Any damage to the hostel property must be reported immediately to the Hostel In-charge. Residents will be charged for all damages, except damages caused by normal wear and tear.
- 5) The hostel management reserves the right to carry out spot checks in the hostel and rooms without giving prior notice to the students.
- 6) Electricians, contractors or any other service person may enter rooms as and when necessary in the course of their duty under the directive of the Hostel In-charge. However, every effort will be made to respect the privacy and dignity of the residents. The residents are expected to cooperate.

#### **G) OTHER TERMS**

- 1) Student will not be able to cancel his/her allotment after staying at the hostel for the first 15 days on allotment. Beyond this time there will be no cancellation or refund of hostel fees, unless the institution is able to fill the vacancy or the student is able to get another eligible student for hostel accommodation.
- 2) IES Management may decide not to refund the fees for Hostel accommodation if the student is suspended or asked to withdraw/ is expelled from the hostel, due to serious disciplinary reasons and /or found not abiding by the above mentioned rules and regulations.
- 3) All Hostel students are required to vacate their rooms by the last day of the end of their term/contract/notice period, failing which the Hostel management will have the right to remove the student's belongings from the hostel premises, vacate the student's room and take appropriate actions against the student. The hostel management will charge full month's rent if the student stay for even a single day after the term/contract/notice period is over.
- 4) Fine or penalty may be imposed for breaking the rules and regulations of the Hostel. Such penalty /fine should be paid within the stipulated period of time otherwise late payment charges will be imposed. If students do not pay such fine/penalty, the amount of penalty/fine along with late payment charges will be recovered from his/her security deposits.

#### **H) REVISION OF RULES AND REGULATIONS**

The management reserves the right to revise the rules and regulations from time to time and will keep the resident informed of any changes in the form of notices on the hostel notice boards. Ignorance of rules will not be accepted as an excuse.

Help us to help you make your stay pleasant with lots of fun, frolic, joy and...  
a memorable one....



AC

NON AC

## APPLICATION FORM

Passport  
Size Photo

## INDIAN EDUCATION SOCIETY'S STUDENT HOSTEL

I, the undersigned, Mr./Ms. \_\_\_\_\_ wish to apply for admission to IES Students Hostel situated at Kherwadi ,Bandra (E), Mumbai w.e.f. \_\_\_\_\_. I have read the Rules and Regulations by the Management for the IES Students Hostel and hereby agree to strictly observe the same. I have been fully vaccinated by Covid19 vaccine. For the record of the Hostel, I would like to give my information as follows:

| A. PERSONAL DETAILS |            |              |                |               |
|---------------------|------------|--------------|----------------|---------------|
| Name :              |            |              |                | Date of Birth |
|                     | ( Surname) | (First Name) | ( Middle Name) |               |
| Mobile              |            | Email-ID     |                | Blood Group   |
| College :           |            |              | Course :-      | Class : -     |
| B. PARENT DETAILS   |            |              |                |               |
| Parents             | FATHER     | MOTHER       | LOCAL GUARDIAN |               |
| Name                |            |              |                |               |
| Mobile              |            |              |                |               |
| Email ID            |            |              |                |               |
| Occupation          |            |              |                |               |
| Company             |            |              |                |               |
| Phone (O)           |            |              |                |               |
| Address             |            |              |                |               |
|                     |            |              |                |               |
|                     |            |              |                |               |

## Documents attached:-

- 1) 2 copies of Latest I Card size photo and copy of Adhar Card
- 2) College Fee receipt, I card ( photo copy) and Bonafide / Character Certificate
- 3) Parent's/ Local guardian's Certificate
- 4) Residence proof of parent and Local Guardian
- 5) Certificate of Covid19 Vaccination

Date:- \_\_\_\_\_

Student's signature: \_\_\_\_\_

## UNDERTAKING



### Indian Education Society STUDENTS HOSTEL

#### An undertaking by Parent/Local Guardian.

I have read and understood the rules and regulations of IES Students Hostel of Indian Education Society in which my ward Mr./Ms. \_\_\_\_\_ is applying for the admissions .

I assure that all the rules and regulations of the hostel will be strictly followed by my ward during the stay in the hostel. I agree to the terms and conditions in general and the following in particular:-

1. I shall ensure that my ward shall strictly abide by the hostel's rules and regulations, and stay on the premises in a peaceful and disciplined manner.
2. I shall not hold the hostel Management responsible and accountable for any eventuality that may arise during his/her stay in the hostel.
3. In the event of my ward's misconduct, offence (criminal or otherwise), and violation of any of the rules and regulations, he/she shall be expelled from the hostel immediately, and his/her deposit forfeited.
4. I shall be responsible with regard to:-(i) payment of fees and all other charges on due dates (ii) Behavior of the ward in hostel (iii) non-reporting of the ward on any occasion
5. Non IES Students stay will not be renewed in July / January of the Calendar Year if the seat is required for IES Student

| Full name           | Signature |
|---------------------|-----------|
| (a) Father: _____   | _____     |
| (b) Mother: _____   | _____     |
| (c) Guardian: _____ | _____     |

|                    |                                     |
|--------------------|-------------------------------------|
| Place:- Mumbai     | Date:-                              |
|                    |                                     |
| Admitted in Hostel |                                     |
|                    | Signature _____<br>Hostel In-Charge |