



INDORE INSTITUTE OF LAW®

(An Autonomous Institute, Affiliated to DAVV and Bar Council of India, New Delhi)
1st & Only Law College In India Accredited with NAAC A+ Grade



---RANK 1ST PRIVATE LAW COLLEGE IN M.P.,C.G. & RAJASTHAN BY - INDIA TODAY - OUT LOOK - THE WEEK - THE KNOWLEDGE REVIEW---

Phone No: +91 9977019777 , 9977091777 | Web.: www.indoreinstituteoflaw.org | E-mail: indoreinstituteoflaw@gmail.com

INVITATION LETTER

Dear Student,

Congratulations for becoming the part of IIL family!

Finally, the most awaited day of your life has come to embark into a new world of learning & wisdom. We are pleased to invite you for **Orientation Programme-2025** of **LL.B.(Hons.) & LL.M.** The schedule of activities shall be as follows:

ORIENTATION PROGRAMME – 2025

Date	Day	Time	Scheduled	Course
31-July	Thur	9:15AM to 4:30PM	Reporting <ul style="list-style-type: none"> Submission of fees Document Verification, Submission & Compliances Hostel Compliances Uniform measurement Distribution of Orientation kit 	LL.B.(H) LL.M.
02-Aug	Sat	10.00 AM to 3:00 PM	Academic Orientation Ceremony	ALL
04-Aug	Mon	10:00 AM to 3:00 PM	Know your Campus Orientation <ul style="list-style-type: none"> Academic Coordinator Batch Coordinator Skill Development Cell Career Development Cell Research & Publication Cell University & Exam Cell Campus Visit 	ALL
05-Aug	Tue	10:00 AM to 3:00 PM	Student Representative Bodies Orientation <ul style="list-style-type: none"> Student Council Student Society Students Club 	ALL
06-Aug	Wed	10:00 AM to 3:00 PM	Lawyers Conclave Series <ul style="list-style-type: none"> Alumni Association Introduction Alumni Interactive Session Alumni Guiding Lamp Series 	ALL
07-Aug	Thur	10:00 AM to 3:00 PM	Class Room Orientation <ul style="list-style-type: none"> Subject Introduction Program Specific Outcome Program Outcome Course Outcome 	ALL
08-Aug	Fri	10:00 AM to 3:00 PM	Orientation of Library & It's Tools <ul style="list-style-type: none"> Library SCC LMS "Moodle" Infibnet Manupatra ERP West Law Ice Melting Session	ALL
30-Aug	Sat	10:00 AM to 3:00 PM	Lawyer's Conclave Series	ALL

Note:

- 1) Students are Requested to use their own conveyance for 'to & fro' commute on Orientation Day 01-08 August
- 2) Timings are subject to extension due to any contingencies.
- 3) Students can avail Free Brunch from Canteen between 10.00AM to 3.00 PM (Reporting Day).
- 4) Students can avail Free Lunch on Academic Orientation Day.
- 5) Notary facility ("Gap Certificate") (in limited numbers only) shall be available at the college premises on the day of Orientation at exemplary price which shall vary from ₹250/- to ₹300/-.
- 6) Uniform facility for girls and boys is available on demand. Institute will provide two Trousers (Black), one Blazer (Black) & two shirts (White) and a tie for ₹6,600/-. This facility is optional.
- 7) Students shall be facilitated on First Come First Serve basis. It is suggested to make fee payment online and the affidavit prepared beforehand to avoid rush and inconvenience. We value your time; so kindly report on time.
- 8) Regular Classes shall commence from **Monday, 11 August 2025.**

Regards,

Prof. (Dr.) Manpreet Kaur Rajpal
Director & Dean – Academics
Indore Institute of Law

Manu
02/07/25



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INVITATION FOR ACADEMIC ORIENTATION PROGRAMME – 2025

LL.B. (Hons.) Batch of 2025-28
&
LL.M. Batch of 2025-27

Dear Student,

Congratulations for becoming a part of IIL family!

We are glad to invite you on your **Academic Orientation Programme-2025**. The details of the programme are as follows:

Date : 02 August 2025
Venue : Shri Gendalal Bam Parisar, Opp. IIM – Indore
Rau Pithampur Road, Indore - 453331
Time : 10:00 AM to 04:30 PM

We request you to reach on time and attend the **Academic Orientation Programme-2025** which will act as a road-map in your journey at IIL.

Regards,

Manu
02/07/25

Prof. (Dr.) Manpreet Kaur Rajpal
Director & Dean - Academics
Indore Institute of Law



LL.B. (Hons.) Batch of 2025-28 & LL.M. Batch of 2025-27

Fee Payment Demand Letter for Academic Session 2025-26

Dear Students,

Greetings from Indore Institute of Law!!

We hope this letter finds you in good health and high spirits.

This is to inform you that the tuition and other applicable fees for **LL.B. (HONS.) / LL.M.** degree program in law are due for the academic session 2025-26. The fee details are as follows:

A. TUITION FEE

Fee Head	Programme →	LL.B.(Hons.)	LL.M.
Application Fee		1,000	1,500
Registration Fee		9,900	9,900
Tuition Fee per Semester		60,000	66,000
Semester-1 Fee Payable by 15-July 2025		40,900	44,400
Semester-2 Fee Payable by 30-Nov 2025		30,000	33,000

Note:

- 1) Any scholarship given to a student shall be adjustable in the fee payable for semester-2.
- 2) The student must adhere to the prescribed fee payment schedule. Failure to do so will result in a one-time **late payment fine** of ₹1,000/- and a late fee of ₹20/- per day for each day past the due date till **31-July 2025**.
- 3) In case of failure to settle the fee dues by **31-July 2025**, institute reserves the right to cancel the admission and allocate the seat thus vacated to the wait-listing candidate.
- 4) Fee can only be paid online or through Demand Draft in the **INSTITUTE'S ACCOUNT**. **No cheque payment shall be accepted.**
- 5) Students interested in availing the **LOAN FACILITY** can get in touch with **Mr. Anil Singh (94066-16314)** or **Mr. Ayush Dhadse (89895-69405)**.

B. HOSTEL FEE

ROOM TYPE	SAMRUDDHI BOYS HOSTEL		SAMRUDDHI GIRLS HOSTEL	
	Non-AC	AC	Non-AC	AC
Triple sharing	10,000/- p.m.	11,000/- p.m.	10,000/- p.m.	11,000/- p.m.
Double sharing	11,000/- p.m.	13,000/- p.m.	11,000/- p.m.	13,000/- p.m.
Faculty Room double sharing	-		12,500/- p.m.	13,500/- p.m.
Caution Money Deposit	10,000/-	15,000/-	10,000/-	15,000/-
Yearly Charge	16,000/-	20,000/-	16,000/-	20,000/-

Note:

- 1) **Interested candidates can opt in for Hostel facility by 15-July 2025.**
- 2) Hostel facility shall be provided only on advance payment of fee dues in full and on a first come first served basis.
- 3) At the time of allotment, occupant has to pay hostel fee of **minimum six months** in advance along with registration fees, annual maintenance charges and caution money deposit.
- 4) Caution Money is refundable at the time of leaving hostel only if the hostel has been occupied for a minimum of 2-years.
- 5) A non-refundable Yearly Charge (includes the registration & annual maintenance charges) has to be paid along with first instalment of hostel fee for academic session 2025-26.



- 6) Hostel Fee includes room rent and mess charges (breakfast, lunch, evening tea & snacks, dinner).
- 7) Electricity Bill of AC rooms has to be paid separately every month.
- 8) Hostel Fee shall be effective from **01-Aug 2025**, with no regard to the later date of actual occupancy.
- 9) Occupant has to occupy the hostel for at least two years.
- 10) Fee can only be paid online or through Demand Draft in the **HOSTEL'S ACCOUNT**. **No cheque payment shall be accepted.**

C. TRANSPORT FEE

- 1) Students residing in Indore, Rau, Mhow, Pithampur can avail the college transport facility at an annual charge of ₹21,000/- for the academic session 2025-26.
- 2) Transport charges are payable in lumpsum at the time of admission and are non-refundable in case the facility is discontinued by student at any point in time.
- 3) Since the seats are limited on every route, interested student can confirm his/her interest in availing the college transport facility latest by **15-July 2025** to avoid last minute rush or availability challenges.
- 4) Transport Fee can only be paid online or through Demand Draft. **No cheque payment shall be accepted.**

D. UNIFORM FEE

- 1) Institute provides the optional facility of getting custom stitched uniforms to students on payment of ₹6,600/- in **CASH ONLY**.
- 2) The uniform includes two shirts (white), two trousers (black), and one blazer (black).
- 3) Uniform Fee shall be paid in **CASH ONLY** at the institute's fee counter on Orientation Day.

E. MPHE PORTAL FEE

As per the guidelines of the **Madhya Pradesh Higher Education (MPHE)**, it is mandatory to online register all the students on <https://epravesh.highereducation.mp.gov.in/> portal. Institute has been facilitating students for the purpose. Thus, students are required to pay on orientation day, an amount of ₹5,500/- in **CASH ONLY** at the institute's fee counter towards the portal charges for registration, college allotment, and processing fees.

F. AFFIDAVIT FEE

The students are required to submit an affidavit on a stamp paper of ₹100/- to the institute at the time of reporting on Orientation Day. In case the student is not able to get the affidavit in advance, the notary facility may be availed on campus on payment of ₹250/- to ₹300/- in **CASH ONLY** to the notary.

Bank details and QR Code are attached separately for your kind perusal. We kindly request you to clear the fee dues by **15-July 2025** to save time and avoid any inconvenience due to rush on **Orientation Day**. This will allow us to facilitate you faster with the documentation process and issuing the **CLASS PASS** to access all academic facilities.

If you have already made the payment, kindly disregard this notification and send us a copy of the transaction details for our records.

We value your association with us and appreciate your cooperation.

Warm regards,

Prof. (Dr.) Manpreet Kaur Rajpal
Director & Dean - Academics
Indore Institute of Law



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LL.B. (Hons.) & LL.M.

BANK ACCOUNT DETAILS FOR TUITION & TRANSPORT FEE PAYMENT

Account Name	INDORE INSTITUTE OF LAW	
Bank Name	ICICI Bank Ltd.	
Branch Name	Saket Nagar, Indore (M.P.)	
Bank A/c No.	657305603235	
IFSC	ICIC0006573	SCAN TO PAY

BANK ACCOUNT DETAILS FOR HOSTEL FEE PAYMENT

Account Name	SAMRUDDHI HOSTEL	
Bank Name	ICICI Bank Ltd.	
Branch Name	Saket Nagar, Indore (M.P.)	
Bank A/c No.	657305501064	
IFSC	ICIC0006573	SCAN TO PAY



DOCUMENTS CHECKLIST

LL.B. (Hons.) & LL.M.

S.N.	DOCUMENTS REQUIRED	ORIGINAL	PHOTOCOPY	GENERAL	SC/ST/OBC
1	Aadhaar Card	-	2 Set	Yes	Yes
2	APAAR/ABC ID	Yes	2 Set	Yes	Yes
3	Samagra ID	-	2 Set	Yes	Yes
4	Class-10 Mark Sheet & Certificate	Yes	2 Set	Yes	Yes
5	Class-12 Mark Sheet & Certificate	Yes	2 Set	Yes	Yes
6	Graduation Mark Sheet (For LL.B. (Hons.) / LL.M.)	Yes	2 Set	Yes	Yes
7	Eligibility Certificate (for candidates from outside MP)	Yes	2 Set	Yes	Yes
8	Transfer Certificate (TC)	Yes	2 Set	Yes	Yes
9	Migration Certificate (MC)	Yes	2 Set	Yes	Yes
10	Caste Certificate (CC)	-	2 Set	-	Yes
11	Income Certificate (IC)	-	2 Set	-	Yes
12	Domicile Certificate (DC)	-	2 Set	Yes	Yes
13	Affidavit (duly notarized on stamp paper of Rs. 100/-)	Yes	2 Set	Yes	Yes
14	Police Verification Certificate (for all candidates from outside MP)	Yes	2 Set	Yes	Yes
15	Gap Certificate (if any)	Yes	2 Set	Yes	Yes
16	Passport Size Colour Photographs	6 copies	-	Yes	Yes
17	Medical Fitness Certificate (For candidates opting for hostel)	Yes	2 Set	Yes	Yes

NOTE:

1. Student is hereby advised to keep with them a good quality scanned copy of all the original documents and an extra set of photocopy for their record.
2. Student must carry with them a duly notarized affidavit as per the given format.
3. Student must come along with all the required documents.

Mam
02/10/25

(KINDLY PREPARE AFFIDAVIT ON NON JUDICIAL STAMP PAPER OF Rs.100)

AFFIDAVIT

Deponent's Name:

Deponent's Age:

Occupation:

Student's Name:

Institute: Indore Institute of Law, Indore

Course: LL.B. (Hons.) / LL.M. (*Strike out whichever is not applicable)

Academic Session: 2025-2028 / 2025-27 (*Strike out whichever is not applicable)

Residence Address:

.....

1. I, _____, solemnly state on oath that my son/daughter/ward, Mr./Ms. _____ has confirmed admission in first year of LL.B. (Hons.) / LL.M. at INDORE INSTITUTE OF LAW, Indore.
2. I state that my son/daughter/ward, Mr./Ms. _____, will attend the classes regularly and ensure more than 75% attendance. I and my son/daughter/ward will be jointly responsible, if he/she is not permitted to appear in examinations conducted by the University due to less attendance.
3. I, state that my son/daughter/ward, Mr./Ms. _____, will not involve himself/herself in ragging and other unsocial activities covered under Anti-Ragging Regulations, 2009. I declare that I have thoroughly gone through the regulation 3 and undertake that if he/she is found involved in these activities, then the Institute holds the right to rusticate him/her and cancel his/her admission. The Institute will also have the right to forfeit the fee deposited by him/her.
4. I state that if the mark sheet and other documents submitted by me and my son/daughter/ward at the time of admission are found to be erroneous, forged and/or fabricated, then the Institute will have the right to cancel the admission and forfeit the amount of fees paid.
5. I understand that subject to the prevailing inflation index, guidelines issued by the University Grants Commission (UGC), and various judgments of the Hon'ble Supreme Court of India, the institution reserves the right to revise the annual tuition and other applicable fees. The fee enhancement annually may range from 5-8% per annum; however, in case the fee revision has not been done annually but in alternate years or in the third year, based on financial exigencies and statutory compliance, the fee increase may range from 7-10% per annum.

6. In case of payment of fees through cheque, any penalty in lieu of dishonor/misrepresentation of cheque will be borne by the deponent/student only. Institute will not be held liable for the same.
7. In case of Transfer request during the mid-course/session, the same will not be entertained without genuine reason as per DAVV Ordinance.
8. In case my son/daughter/ward leaves or cancels his/her admission from Institute before completing the course, I and my son/daughter/ward shall deposit the fee for the remaining period (balance year of fees). If full fees is deposited by me/my son/daughter/ward, then I shall not claim for any refund of fees.
9. I and my son/daughter/ward shall not default in payment of college fees at any point of time.
10. I and my son/daughter/ward shall not engage in any such activity which adversely affects the image and/or reputation of IIL or its representatives in any manner whatsoever.
11. My son/daughter/ward has to abide by all rules and regulations formed by Institute Management and Academics.
12. I state that in case of any legal dispute, jurisdiction shall remain with the courts in Indore only.

Deponent: _____

Witness 1: _____

Witness 2: _____

VERIFICATION

I, the above named deponent, solemnly affirm and declare on oath what is stated above in paragraph No.01 to No.12 are true to the best of my personal knowledge and nothing is concealed and nothing untrue is stated therein.

Sworn by me today ___/___/2025 atAM/PM at _____

Sign: _____
Parent / Guardian

Student

Name:



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STUDENT INFORMATION FORM

ERP, Microsoft Teams, ID Card

Dear Student,

This is to inform all the students that they must fill this form latest by 25-July 2025 so that on the day of Orientation Programme-2025, they may be allotted their ERP User ID & Password as well as Microsoft Teams app Access.

Follow this link or scan the QR:



Mam
02/07/25

SCHOLARSHIP WEBSITE

MPTAAS PORTAL

FOR

SC/ST/OBC CATEGORY CANDIDATE

NATIONAL SCHOLARSHIP PORTAL

FOR

MINORITY CANDIDATE

**Contact No. – 8889733358
(Rahul Bhuriya)**

Mam
02/07/25

छात्रवृत्ति आवेदन हेतु कॉलेज कोड

College Code for Scholarship

पेज नं.
(1)

College Name	College Code
Indore Institute of Law	iHEP00494
Indore Nursing School (G.N.M.)	iNUP00408
Indore Nursing College (B.Sc. Nursing, Post Basic B.Sc. Nursing & M.Sc. Nursing)	iNUP00068
Idyllic Institute of Management (MBA)	iTEP00497
Idyllic Institute of Management	iHEP00661

Scholarship form Fill in

MPTASS Portal

Contact No. - 8889733358

Compulsory Document for Scholarship

पेज नं.
(2)

- Scholarship Form (ऑनलाईन छात्रवृत्ति आवेदन एवं सभी दस्तावेजो सहित दो प्रति)
- 10th Mark Sheet. Photo Copy (10वीं अंकसूची की प्रतिलिपी)।
- 12th Mark Sheet. Photo Copy (12 वीं अंकसूची की प्रतिलिपी)।
- Last Year / Last Two Semester Mark Sheet/Gap Certificate. (Photo Copy)
(प्रथम वर्ष अंकसूची / गत वर्ष दोनो सेमेस्टर की अंकसूची/ गैप प्रमाण पत्र की प्रतिलिपी)।
- Cast Certificate (Abiding & Digital). Photo Copy. (डिजिटल स्थाई जाति प्रमाण पत्र की प्रतिलिपी जिस पर पंजीयन नम्बर, दिनांक व अधिकारी की सील एवं हस्ताक्षर, स्पष्ट हो)।
- Domicile Certificate (Abiding). Photo Copy (स्थायी मूल निवासी प्रमाण पत्र की प्रतिलिपी जिस पर अधिकारी की सील व हस्ताक्षर स्पष्ट हो)।
- Current Year Income Certificate. (चालू वर्ष का आय प्रमाण पत्र की मूल कॉपी)
“जहाँ पालक कार्यरत हैं वहाँ का होना अतिआवश्यक एवं “शासकीय व अशासकीय” नौकरी करने वाले अविभावक की वेतन पर्ची या फार्म नं.-16 अतिआवश्यक”।
- Passport Size Photo (स्वयं के दो पासपोर्ट साईज फोटो)।
- Aadhar Card (आवेदन करने वाले आवेदक के अपडेट आधार कार्ड की प्रतिलिपी) “अतिआवश्यक”
- Samagra ID (समग्र प्रमाण पत्र की प्रतिलिपी जिसमें विद्यार्थी का नाम, आधार नम्बर व पालक का नाम सही व स्पष्ट अक्षरों में हो)। “अतिआवश्यक”
- Hostel Proof (चालू सत्र का छात्रावास फार्म) हॉस्टल में रहने वाले विद्यार्थियों के लिए आवश्यक।
- Transfer Certificate (प्रथम बार आवेदन करने वाले विद्यार्थी का मूल स्थानांतरण प्रमाण पत्र एवं एक प्रतिलिपी,) “अतिआवश्यक”
- Fee Receipt Photo Copy (चालू सत्र में जमा की गई फीस की रसीद की प्रतिलिपी)
“अतिआवश्यक”
- Admission Form, Photo Copy (चालू सत्र का प्रवेश फार्म प्रतिलिपी) “अतिआवश्यक”
- Bank Passbook, Two photo copy (विद्यार्थी की स्वयं बैंक पासबुक जो की आधार से लिंक हो, की दो प्रतिलिपी जिस पर विद्यार्थी का नाम, अकाउंट नम्बर, ब्रांच, एवं आई.एफ.एस.सी. कोड स्पष्ट रूप से अंकित हो)।
- KYC (यह प्रक्रिया छात्रवृत्ति हेतु बैंक खाते को आधार से लिंक कराना है।) साथ ही NPCI Serve के माध्यम से प्रक्रिया को पूर्ण करें। “अतिआवश्यक”
- Declaration Certificate (घोषणा पत्र) जिसका फार्मेट पेज नं.-3 पर दिया गया है। जिसे छात्रवृत्ति आवेदन ऑनलाईन करने के पश्चात ही कम्प्यूटर से टाईप कर दस्तावेजों के साथ संलग्न करना आवश्यक है।

- घोषणा पत्र छात्रवृत्ति आवेदन ऑनलाईन करने के पश्चात विधिवत् पूर्णतः कम्प्यूटर द्वारा टाईप किया हुआ ही मान्य किया जावेगा।

।। प्रारूप क्रं. 04 (ब) की जानकारी ।।

।। विद्यार्थी द्वारा बैंक खाता नियमित संचालित करने संबंधी घोषणा पत्रक ।।

मैं (विद्यार्थी का पूरा नाम) पिता (पालक का पूरा नाम) निवासी (स्थायी पता) संस्था (जो छात्रवृत्ति आवेदन में अंकित हो) में विषय वर्ष (I/II/III/IV/V अनुसार अंकित करें) अध्ययनरत् हूँ। मेरे द्वारा पिछड़ा वर्ग पोस्ट मेट्रिक छात्रवृत्ति वर्ष 20 -20 में छात्रवृत्ति आवेदन स्वयं के द्वारा भरा गया है छात्रवृत्ति आवेदन फार्म में बैंक का नाम (सही एवं पूर्ण नाम अंकित करें) शाखा (शाखा का नाम) बैंक खाता क्रमांक (अकाउंट नम्बर) आईएफएससी कोड (आई.एफ.एस.सी. कोड नम्बर) की जानकारी मेरे द्वारा भरी गई है। उक्त बैंक खाता नम्बर मेरे द्वारा नियमित संचालित किया जा रहा है। और मेरे द्वारा अपने बैंक खाते को आधार नम्बर (आधार नम्बर) से लिंक करवा लिया है।

मेरे द्वारा बैंक खाते की जानकारी दी जा रही है वह सही है। यदि मेरे बैंक खाते में छात्रवृत्ति राशि का आरटीजीएस फ़ैल हो जाता है, तो ऐसी स्थिति में मैं स्वयं जिम्मेदार रहूँगा/रहूँगी।

विद्यार्थी के हस्ताक्षर

विद्यार्थी का नाम

मोबाईल नम्बर

अप्लीकेशन आई.डी.

दिनांक

आवास सहायता योजना

के अंतर्गत आवेदन करने हेतु आवश्यक सूचना एवं सुझाव

पेज नं.
(4)

- अनुसूचित जाति (SC) एवं अनुसूचित जनजाति (ST) वर्ग के विद्यार्थी आवास छात्रवृत्ति हेतु आवेदन प्रस्तुत कर सकते हैं।
 - विद्यार्थियों को आवास हेतु ऑनलाईन आवेदन प्रस्तुत करना होगा। केवल वही विधार्थी आवास हेतु आवेदन प्रस्तुत कर सकता है। जिन्होंने छात्रवृत्ति हेतु आवेदन प्रस्तुत किया है।
 - छात्रवृत्ति आवेदन द्वारा प्राप्त आई.डी एवं पासवर्ड से ही आवास हेतु आवेदन किया जा सकता है।
 - आवास हेतु ऑनलाईन आवेदन के साथ निम्न दस्तावेज संलग्न करना आवश्यक है।
1. **किराया नामा (Rent Agreement)** 100/- रुपये के मूल स्टाप पेपर पर पूर्ण रूप से सही जानकारी के साथ टाईप किया हुआ अतिआवश्यक। एवं जिस सत्र से विद्यार्थी की पाठ्यक्रम अवधि प्रारंभ हुई है उसी माह से अगले 11 माह तक की अवधि का किराया नामा ही मान्य होगा जैसे कि – विधार्थी की पाठ्यक्रम अवधि 01/07/2023 को प्रारंभ होती है तो किराया नाम माह जुलाई 2022 या अधिक से अधिक एक माह पश्चात् अगस्त 2023 का ही मान्य होगा। अधिक विलम्ब से तैयार किया गया किराया नामा आवास छात्रवृत्ति हेतु मान्य नहीं होगा। जिसके कारण विद्यार्थी को आवास योजना से वंचित रहना पड़ सकता है।
 2. **आधार कार्ड** विद्यार्थी जिस मकान में किराये से रह रहा है। उस मकान मालिक का आधार कार्ड की प्रतिलिपी।
 3. **बिजली बिल** विद्यार्थी जिस मकान में किराये से रह रहा है। उस मकान मालिक के बिजली बिल की प्रतिलिपी।
 4. **पुलिस वेरिफिकेशन** विद्यार्थी किराये के मकान के अंतर्गत पुलिस वेरिफिकेशन करा कर उसकी प्रतिलिपी संलग्न करें।
 5. **किराये की रसीद** विद्यार्थी द्वारा प्रतिमाह मकान मालिक को दिए जाने वाला किराया ऑनलाईन ही दे व प्रतिमाह दिए गए ऑनलाईन किराये की कॉपी संलग्न करे। कम से कम 6 माह की ऑनलाईन किराया रसीद होना अतिआवश्यक ।
 6. **अन्य दस्तावेज** विद्यार्थी द्वारा 1 से 5 तक दस्तावेजों के साथ छात्रवृत्ति के अंतर्गत संलग्न किए गए दस्तावेजों (पेज नं. – 2 की सूची अनुसार) की एक-एक प्रति क्रम अनुसार संलग्न करे।

अन्य राज्य से प्रवेशित विद्यार्थियों के लिये

छात्रवृत्ति आवेदन करने हेतु दिशा निर्देश

पेज नं.
(5)

1. अन्य राज्य से मध्य प्रदेश में प्रवेशित विद्यार्थियों के लिए छात्रवृत्ति की प्रक्रिया हेतु विद्यार्थी को अपने राज्य (STATE) के छात्रवृत्ति विभाग से छात्रवृत्ति आवेदन ऑफलाइन या ऑनलाइन करना होगा। जिसकी समस्त जानकारी जैसे— आवेदन की प्रारंभ तिथि/अंतिम तिथि, आवश्यक दस्तावेज, आवेदन प्राप्त करने एवं जमा करने की स्थिति यह सभी जानकारी विद्यार्थियों को अपने राज्य के छात्रवृत्ति विभाग से प्राप्त होगी।
2. विद्यार्थियों को अपने राज्य से छात्रवृत्ति आवेदन ऑफलाइन या ऑनलाइन पूर्ण रूप से भर कर आवश्यक दस्तावेजों के साथ वर्तमान में लिए गए प्रवेशित संस्थान में छात्रवृत्ति विभाग में जाँच करा कर प्राचार्य से सत्यापित कर एवं प्राचार्य से समस्त दस्तावेजों पर सील एवं हस्ताक्षर कर पूनः अपने राज्य के छात्रवृत्ति विभाग में प्रस्तुत करना आवश्यक है।
3. आवेदन प्रस्तुत करने के पश्चात विद्यार्थियों को छात्रवृत्ति स्वीकृति/निरस्त/लंबित एवं विद्यार्थियों के स्वयं के खाते में छात्रवृत्ति प्राप्त होने की सूचना अपने राज्य से ऑनलाइन सेवाएँ – ई मेल/मोबाइल/वॉट्सएप/छात्रवृत्ति लिंक इत्यादि के माध्यम से प्रस्तुत कि जाती हैं। अगर इन सेवाओं के माध्यम से विद्यार्थियों को सूचना प्राप्त नहीं होती है तो विद्यार्थियों को स्वयं अपने राज्य के छात्रवृत्ति विभाग में समय समय पर संपर्क कर छात्रवृत्ति की जानकारी प्राप्त करना होगी।
4. अधिक जानकारी के लिए प्रवेशित संस्थान के छात्रवृत्ति विभाग में संपर्क करें।

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2025

Samriddhi Hostel

Fees for 2025-2026

Room Type	Samriddhi Boys Hostel Fee Per Month	Samriddhi Girls Hostel Fee Per Month
Triple Sharing Non AC	₹10,000/-	₹10,000/-
Triple Sharing AC	₹11,000/-	₹11,000/-
Double Sharing Non AC	₹11,000/-	₹11,000/-
Double Sharing AC	₹13,000/-	
Faculty Room Double Sharing Non AC	-	₹12,500/-
Faculty Room Double Sharing AC	-	₹13,500/-

Transport Fees

Non Refundable & Non Adjustable

Location	Charges
Indore, Pithampur, Mhow, Rau	₹21,000/- Per Year

Note:-

- 1- At the time of allotment, occupant has to pay hostel fee of six months advance along with registration fees, annual maintenance charges and caution money deposit of Rs. 15,000/- for A.C. Rooms and Rs. 10,000/- for Non A.C. Room. (It will be refundable after occupant has to occupy Hostel at least for Two year otherwise it will be forfeited.)
- 2- One time yearly charge Rs. 16000/- for Non AC and Rs. 20000/- for AC per annum which will be paid with first instalment of hostel fee for academic session 2025-2026. (Non Refundable)
- 3- Hostel fees includes room rent and mess charges (Breakfast, Lunch, Evening- Tea, Snacks and Dinner).
- 4- Electricity Bill of AC Rooms has to be paid separately every month.
- 5- Occupant has to occupy the hostel for at least two years.

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Terms & Conditions

- Fees once paid shall not be refundable under any circumstances.
- Application for admission shall be subject to cancellation if the first instalment of fee is not deposited within fifteen (15) days of Application.
- In case of default in fee payment schedule, scholarship offered by the institute shall be forfeited.
- In case a student has availed any scholarship and the student leaves the course before its completion, the student shall need to pay to the institute an amount equal to the scholarship offered.
- In case of variation in the course fee by Regulatory Committee or Appellate Authority, the college shall not demand any additional fee and similarly the student shall not claim for any refund of fee in case of change.

- As per the directives of the Madhya Pradesh Higher Education Department (MPHE), it is the responsibility of the student to get his/her e-pravesh process completed in time. Institute shall not be responsible for online registration/admission process on e-pravesh/DTE portal.
- E-Pravesh, Eligibility, Enrolment, Examination, or any other fees levied by the University / MPHE / DTE shall be paid separately by the student.
- Cancellation and Fee Refund shall be strictly as per the Cancellation Policy of the Institute. No Cancellation request shall be accepted post orientation.
- Hostel facility is compulsory for candidates coming from outside Indore.

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HOSTEL CHECKLIST - PERSONAL ITEMS TO BE CARRIED ALONG

S.N.	ITEM NAME	QUANTITY
1	Bed sheet, Pillow Cover, Blanket, Towel, Napkin, Towel Clips	2 Set
2	Hanger	12
3	Table Cloth, Plate-Bowl, Spoon, Tea Cup, Glass	2
4	Bucket, Mug	1 Set
5	Mosquito Net or Repellant	1
6	Broom	1
7	Duster	1
8	Dustbin	1
9	Hair Comb, Oil, Soap, Detergent, Shampoo, Cream, Tooth Paste, Tooth Brush	As per need
10	Umbrella, Alarm Clock	1
11	Torch	1
12	Candle & Match Box	1 Packet
13	First Aid Box/Medicines	As per need
14	Slippers	1
15	Nail Cutter	1
16	Water Bottle	1
17	Glucose Packet Small	1 Packet

S.N.	ITEM NAME	STATIONERY ITEM	QUANTITY
1	Assignment Papers, Assignment Files		1 Packets
2	Scale		1 Big Size
3	Pencil		1
4	Pen-Black, Blue, Red		1
5	Sketch Pen, Highlighter		1
6	Cello Tape colored (Red, Blue, Black & Transparent)		1
7	Whitener		1
8	Stapler & Stapler Pin		1
9	Punching Machine		1
10	Brown Cover		1
11	Rough Note Book		12
12	Registers		12
13	Marker(Black/Blue) Whitener		1
14	Pocket Dictionary		1

NOTE:

- Student must produce a medical fitness certificate at the time of joining.
- Identity Proof - Student, Parents and Local Guardian (Aadhaar Card / Ration Card)
- Passport Size Color Photos of Student (12), Parents (2) & Local Guardian (2).
- No electrical appliances will be allowed in the hostel.

Mam
02/07/25

SAMRUDDHI HOSTEL

RULES AND REGULATIONS

1. Hostel occupant has to secure temporary Gate Pass if he/she has to move out from the hostel. Permission from his/her parents on SMS or E-mail or Whatsaap message is must before receiving the Gate Pass.
2. Occupant must secure permanent Gate Pass in case of leaving the hostel permanently. Similarly student is required to take leave gate pass for short breaks like summer break/winter break and semester break.
3. Timings of the hostel, as fixed by the Management from time to time, shall be strictly followed by every occupant. The occupant has to put his thumb impression everyday in the morning and evening, on the **Biometric (ESSL) machine** so as to ascertain his presence in the hostel.
4. Occupant shall follow the timings of breakfast, lunch and dinner. In any condition, it will not be served after the allocated time.
5. Smoking, consumption alcohol, tobacco any drug(s) is strictly prohibited in the hostel. Anyone found doing so will be expelled from hostel & the college with immediate effect.
6. Occupant has to maintain cleanliness and keep the room and the property neat & clean all the time.
7. In case of local night out, prior permission on Email or SMS from the local guardian / parents is must.
8. Cost of any damage of the hostel property shall be recovered from the occupant.
9. Eggs and non-vegetarian food is not allowed inside the hostel and college campus.
10. Outsiders including relatives are not permitted to enter the hostel.
11. Usage of lift is always at the risk of occupant.
12. No occupant is allowed to go on terrace.
13. Gold Jewelry ornaments, mobile, cash and other valuable items are not permitted to be kept in the Hostel. Any such article kept by the occupant is at his/her own risk, Hostel management will not be responsible for any loss or theft.
14. Usage of personal electrical appliances is not permitted in the hostel. If any occupant found using the personal appliance then he/she will have to pay Rs. 500/- (Five Hundred) per month extra (in advance). Occupant must ensure that all electric switches are put off before leaving the room else fine will be levied.
15. Timely payment of monthly electricity bill of the A.C. Room shall be made by the occupant on or before the stipulated date. If it is not paid, a penalty @Rs. 50/- per day will have to be paid additionally.
16. Caution Money will not be adjusted against any dues.
17. Occupant has to maintain the hostel discipline.
18. Ragging is strictly prohibited. This is an offence. Any occupant, found involved in such activity, shall invite penal action, which includes rustication from the hostel and college with immediate effect.
19. Timely payment of hostel dues is mandatory.
20. Management has the right to change or amend the rules and regulations of the hostel as and when required.
21. Any rules made by the Management from time to time, must be adhered to by the hostel occupant.
22. Any information or data related to management, college, hostel etc. are disclosed to any person or agency will deal with seriously and penal action including rustication / termination will be taken.
23. Creating nuisance or noise / music play after 10 pm. which may create problem other occupant will invite penal action.
24. Occupant shall not share the WIFI of the hostel with any other person & occupant should not use the internet facility for any offense or illegal purpose. Any student using the WIFI / Internet of hostel for any offense or illegal purpose will be terminated immediately.
25. That the management shall be conducting surprise checking & inspection of the hostel rooms anytime. Student shall not object to such checking & inspection. If any objectionable items or thing found in the room or in possession of the student than strict disciplinary action shall be taken.
26. No personal vehicle of the occupant will be allowed to be parked in the premises at the college.

AGREED AND ACCEPTED ABOVE RULES AND REGULATIONS

Name: _____

Name: _____

Signature of Parent

Signature of Occupant Student

AGREEMENT

This Agreement is Executed on..... Day of2025

BETWEEN

SAMRUDDHI HOSTEL,
(Through its Authorized Personnel
Hostel Warden R/o
“Gendalal Bam Parisar”
Rau Pithampur Road,
Opp. IIM, Indore, (M.P.)
Through – Executive Director (Admin)
AND

- (1) Name: ----- (“The occupant”)
Address: ----- (Room No.)
Mobile: -----
- (2) Name: ----- (“Parent/Guardian”)
Address: ----- as “Guarantor”
Mobile: -----

WHISEAS this Agreement is not intended to confer exclusive possession upon the occupant or to create the relationship between the parties (Hostel Administration & Occupant)

The occupant shall not be entitled to an assured tenancy or a statutory periodic tenancy under any statutory security of tenure now or upon the determination of the Agreement.

The guarantor named at the end of this Agreement is joined in to guarantee that the occupant complies with his obligations in this Agreement.

1. LICENSE

- 1.1 This allows the occupant to occupy a bed in the Hostel on the terms set out in this Agreement, in such Room as allotted by ‘the Hostel Administration’.
- 1.2 Food Coupon shall be issued to each students on getting ‘no dues’ prior to start of the month on monthly basis.
- 1.3 The duration of this License will be for a period of Two Years from the date of execution .
- 1.4 The duration of this License includes any/all vacations and any period during which the occupant stays out on his own.
- 1.5 Subject to clause 1.6, the hostel will not refund any charges for such periods of time as the Room is unoccupied for any reason.
- 1.6 If the occupant vacates the room, the occupant will remain liable for the full accommodation charges for the duration of the License. The management may at its discretion relax the charges in any peculiar case .
- 1.7 The Caution Money is refundable only after the expire of license subject to terms and conditions and only after successful payments.

- 1.8 **The occupant shall pay all the charges on specified due dates, otherwise he is liable for a fine of Rs. 50.00 per day. Delay more than 15 days may lead to termination of the license .**

2. OBLIGATIONS OF THE OCCUPANT

- 2.1 To pay one time charge of Rs. 16000 for Non AC room and Rs. 20000 for AC room per annum and a caution money deposit of Rs. 10000.00 for Non- A.C. Room and Rs.15000.00 for A.C. Room at the time of joining .

2.2 **MODE OF PAYMENTS:**

The half yearly charges for the occupant of bed in the hostel (license) shall be as under :

Room Type	Double Sharing Non A.C.	Double Sharing A.C.	Triple Sharing Non A.C.	Triple Sharing A.C.
Rent (Half yearly)	66,000/-	78,000/-	60,000/-	66,000/-

The half yearly charges required to be deposited in advance for each six months.

- 2.3 The hostel accommodation is granted for a minimum period of two years. If the students opts exit of the hostel at any time prior to two years then the caution money shall stand forfeited.
- 2.4 Hostel Fee is expected to revise time to time as per cost inflation index, which may vary from 10% to 15% minimum.
- 2.5 Occupant should ensure that the Room is locked whenever the occupant is not in occupation of the room and ensure that the wardrobe, lockers and drawers are locked at the time, at all times. The hostel reserves the right not to investigate any incidents any of which occur while the Room is not locked.
- 2.6 No person other than occupant students shall be allowed in the hostel or Room at any time.
- 2.7 Occupant are not allowed to play music or any other instruments after 10 PM.
- 2.8 Occupant shall not share the WIFI of the hostel with any other person & occupant should not use the internet for any offense or illegal purpose. Any student using the WIFI / Internet of hostel for any offense or illegal purpose should be remove from the hostel and his deposit shall be forfeited.
- 2.9 Smoking, consuming alcohol or tobacco, or any drug(s), or allow guest(s) to smoke within the room, lounge, kitchen, terrace or any other areas of the hostel is totally prohibited. If found so, this may lead to termination from the hostel without any refund.
- 2.10 Not to alter or decorate the Room or the Hostel by drilling or sticking posters/ paintings.
- 2.11 Not to remove any furniture or furnishings from the Room or the Hostel.
- 2.12 Keep the Room, including bed, wardrobe and all other areas in the hostel clean and tidy.
- 2.13 Report any damage, which is caused to the room and other areas of the Hostel, as soon as possible to the Hostel Office. Unreported damages might lead to a fine levied by the hostel.
- a) Any damage caused to common facilities of the hostel like T.V., refrigerator, water cooler, solar water heater, A.C., R.O., camera., lift and washing machine etc. will lead to distribution of damage expenses among all the occupants equally.
- b) Any damage caused to the room facilities like furniture and furnishings, bathroom fixture, switch boards, A.C., scribbling on walls etc. shall be penalized and the amount for damage will be recovered from the occupant.

- 2.14 Pay on demand for the cost of repairing any damage caused to the Room plus an administration charge of Rs.500.00.
Pay on demand an equal share of the cost of repairing damage caused to the kitchen and other areas inside and outside the Hostel plus an administration charge of Rs. 500.00 per occupant, which such damage(s) or loss(s) cannot be attributed to a particular individual. An appeal against unattributed damage may be made in writing with supporting evidence to the hostel within 14 days of the notification of damage.
- 2.15 Not to lose the key of the room and if the key to the room is lost, should report immediately to Reception Office and pay Rs. 500.00 (Five Hundred only) for the cost of replacement.
- 2.16 Pay on demand the cost of any fine notified to the occupant in respect of any breach of any regulation specified in clause 2.24 plus an administrative charge of Rs. 500.00 per occupant.
- 2.17 Allow the housekeeper access to the Room or the common area of the Hostel for providing cleaning services, on times stipulated by the hostel.
- 2.18 Allow any duly authorized officials, employees of the Hostel to gain access to the room of the hostel (save in case of emergency or where the hostel has reason to believe that a criminal offence or breach of the hostel's disciplinary code has been committed.)
- 2.19 Not to do any act (or cause anything to be done) on or near the room or the hostel which might interfere with or disturb the comfort, study or sleep of others and in particular, not to use any radio, musical equipment (other than head phones) at such levels that cause disturbance to this occupant(s). For any violation a penalty of Rs. 500 per occupant shall be imposed.
- 2.20 Not to bring anything into the room or the hostel of a combustible, flammable, dangerous or illegal nature (including for the avoidance of doubt any illegal drugs, liquor, illegal substance or dangerous weapons.) and/or non-vegetarians food.
- 2.21 Not to use any personal, domestic appliances (such as heaters, induction, washing machines, iron, tumble dryers, fridges (including mini drinks fridges), and freezers, Coolers, cooking equipment, kettles and toasters) in the room, if found heavy penalty and or rustication may be imposed as decided by the hostel.
- 2.22 Timely payment of monthly electricity bill of A.C. Room shall be made by the occupant on or before the stipulated date, otherwise penalty @Rs. 50/- per day will be levied.
- 2.23 Not to bring or keep any animal, bird, or any other pet in the room or hostel.
- 2.24 Ragging is strictly prohibited. This is an offence. Any occupant, found involved in such activity, shall invite penal action including rustication from the hostel and college with immediate effect.
- 2.25 Not to be engaged in any violent, illegal, disorderly, threatening or offensive behavior in or around the room or the hostel. Occupant has to strictly maintain the discipline
- 2.26 Vacate the room at the end of the agreement and return the keys to reception office and obtain permanent gate pass from the warden.
- 2.27 Hostel occupant has to secure temporary Gate Pass if he/she has to move out from the hostel. Permission from parents on SMS or E-mail or Whatsapp message is must before securing Gate Pass. In case of night out, prior permission on Email or SMS from the local guardian / parents should be obtained.
- 2.28 Timings of the hostel, fixed time to time by the Management, shall be strictly followed by the occupant. The occupant has to put his thumb impression daily in the morning and evening on **Biometric (ESSL) machine** so as to ascertain his presence in the hostel. Occupant shall follow the timing of breakfast, lunch and dinner.
- 2.29 Usage of lift is always at the risk of occupant. No occupant is allowed to go on terrace.
- 2.30 Gold jewelry / ornaments, mobile handset, cash and other valuable items will be kept by the occupant at his own risk. Hostel management will not be responsible for any loss or theft.

- 2.31 The occupant shall comply with the following regulations:-
1. Smoking regulations.
2. Disciplinary code of hostel.
3. Parking regulations.
4. Any other regulations which hostel management may formulate from time to time.
- 2.32 Not vacate the room (without prior notification to the hostel) for a period exceeding 28 days.
- 2.33 Pay the hostel charges on demand, on an indemnity basis, all claims, demands, action proceedings, liabilities and losses liabilities, damage suffered or incurred by the hostel (including professional costs disbursements and expenses) in relation too.
- 2.34 The Competent Authorities/nominated may change / alter the rules and regulations of the Hostel time to time and need to be adhered to by the occupant. No personal vehicle of the occupant will be allowed to be parked in the premises.
- 2.35 Outsiders including relatives are not permitted to enter the hostel.

PLACE : INDORE

SIGNATURE/ NAME: _____ (“The Occupant”)

SIGNATURE/NAME: _____ (“Parent/Guardian”)
 (“The Guarantor”)

**For,
Samruddhi Hostel**

थाना राऊ नगर, जिला इन्दौर

सूचना का प्रारूप

फोटो

होस्टल का नाम, पूर्ण पता, मोबाईल नम्बर	समृद्धि हॉस्टल गेन्दालाल बंम परिसर, राउ पिथमपुर, रोड, इन्दौर, (म.प्र.) मोबाइल नम्बर : Day 8889733375
छात्र/छात्रा का नाम, उपनाम, पिता का नाम, उम्र, पता (जहां वह होस्टल में निवास करता है), दूरभाष नम्बर	
छात्र/छात्रा का स्थाई पूर्ण पता, ग्राम, मोहल्ला, थाना, जिला, प्रदेश	
छात्र/छात्रा का हुलिया, रंग, कद, शरीर की बनावट (अन्य कोई पहचान)	
होस्टल ज्वाइन दिनांक	
होस्टल छात्र/छात्रा कौन सा कोर्स कर रहा है।	
कितने वर्ष का कोर्स है, कितने दिनो तक रहेगा	
कोई वाहन का रजिस्ट्रेशन नम्बर, लाइसेंस नम्बर जारी करने वाला जिला, प्रदेश	
पहचान पत्र अथवा पहचान (आधार कार्ड, ड्राइविंग लाइसेंस, मतदाता परिचय पत्र, पासपोर्ट, आदि)	
स्थानीय अभिभावक	1. 2.

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सक्षम अधिकारी/होस्टल वार्डन

छात्र/छात्रा

प्राप्तकर्ता