

# Hostel Admission Process

## PGDM Programmes For Academic Year 2019-2020

Welcome to SIMSR PGDM Programme - HOSTEL ADMISSIONS!!!  
FOR ANY ENQUIRY FEEL FREE TO CALL THE HOSTEL OFFICE.

Ms. Mabel D'Souza @ 022- 67280103

Mr. Dipak Gurav @ 022- 67280104

Between 10.30 A.M. TO 7.00 P.M only

Below mentioned process will be with effect for the students opting for the **1<sup>st</sup> Year of PGDM PROGRAMMES** for SIMSR HOSTEL.

1. **Annex I** will be the list of items provided in the room. Items required by the students other than the list can be brought by the student at their cost except any electrical or electronic items.

[https://simsr.s3.ap-south-1.amazonaws.com/Hostel/Hostel\\_2019\\_Annexure+I.pdf](https://simsr.s3.ap-south-1.amazonaws.com/Hostel/Hostel_2019_Annexure+I.pdf)

2. Students who wish to avail the stay in SIMSR HOSTEL should fill an **online Hostel Admission form (ANNEX II)**, please find the link below.

[https://docs.google.com/forms/d/e/1FAIpQLSfc8ogb5EySgG2DHEO34JIWiskeidpEzas-TnrVI3uBkjHWLQ/viewform?usp=sf\\_link](https://docs.google.com/forms/d/e/1FAIpQLSfc8ogb5EySgG2DHEO34JIWiskeidpEzas-TnrVI3uBkjHWLQ/viewform?usp=sf_link)

3. An **UNDERTAKING Form (Annex III)** is also required to be printed. It has to be **read & signed** by both the Parent and student seeking admission to the hostel.

[https://simsr.s3.ap-south-1.amazonaws.com/Hostel/Hostel\\_2019\\_Undertaking.pdf](https://simsr.s3.ap-south-1.amazonaws.com/Hostel/Hostel_2019_Undertaking.pdf)

4. The Hostel Rooms would be on triple Sharing with NON A.C. ONLY. Twin Sharing and Single sharing will be allotted subject to availability of rooms.

5. The fees amount for **each student** for the hostel & mess to be paid for the 1<sup>st</sup> year Course is as follows:

6. The Hostel charges do not include SUMMER INTERNSHIP STAY in the Hostel.

7. **Hostel Accommodation Fees:-**

Particulars	Amount (Rs.)
Hostel Accommodation Charges (For 10 Month)	1,25,000 /-
(+) Hostel Accommodation Deposit (Refundable)	20,000/-
(+) Mess Deposit (Refundable)	5,000/-
(+) Hostel Registration Fees (Non-Refundable)	1,000/-
<b>Total Hostel Fees Paid</b>	<b>1,51,000/-</b>

8. Hostel Fees Payable at the time of admission, through

i. DD in the name of **“K.J. Somaiya Institute of Management Studies & Research, Hostel”**.

ii. **NEFT Details:**

Beneficiary Name: **K.J. Somaiya Institute of Management Studies & Research, Hostel.**

**Beneficiary Details**

Bank & Branch: **Kotak Mahindra Bank**

Branch : **Ghatkopar (E).**

IFSC Code/NEFT Code : **KKBK0000658**

Bank A/c No. : **3411560828**

9. Hostel Fees paid by DD, the DD has to be Submitted to the Hostel office.(Ground Floor, Maitreyi Hostel Building), Somaiya Vidyavihar Campus, Vidyavihar (East) Mumbai 400.077. From morning 10.30 a.m. to 7.00 p.m. ONLY.

10. Documents to be submitted to hostel during Hostel Admission.

i. One Photocopy of the **Fee receipt.**

ii. **Recent** passport size photograph

iii. **PRINTED** and duly signed **UNDERTAKING FORM**

11. Submission Date: **17<sup>th</sup> of June 2019 onwards between 10.00 a.m. to 07.00 p.m. ONLY**

12. **Original Fee receipt** to be maintained by the student which the students have to submit along with the room clearance form at the end of the course in 2<sup>nd</sup> year.

13. **In case of loss of the fee receipt , Duplicate fee receipt will have to be made by the student on payment of Rs. 200/- to SIMSR A/c's Office.**

14. **Hostel Mess Fees:-**

<b>Particulars</b>	<b>Amount (Rs.)</b>
Hostel Mess Charges (For 10 Month)	40,000/-
(+) GST @ 5%	2,000/-
<b>Total Hostel Fees Paid</b>	<b>42,000/-</b>

15. **The Mess charges amount of Rs.42,000/- payable at the time of Admission through**

i. DD in the name of **“K.J. Somaiya Institute of Management Studies & Research, Hostel – II”**.

ii. **NEFT Details:**

Beneficiary Name: **“K.J. Somaiya Institute of Management Studies & Research, Hostel – II”**.

**Beneficiary Details**

Bank & Branch: **Kotak Mahindra Bank**

Branch : **Ghatkopar (E).**

IFSC Code/NEFT Code : **KKBK0000658**

Bank A/c No. : **8511826539**

**16. Documents to be submitted.**

- i. One photocopy of the Demand Draft/Mess Fees Receipt.
- ii. One **recent** ID Card size photograph to be submitted to the mess (on the 1<sup>st</sup> floor of **SANDIPANI BOYS HOSTEL.** ) for Mess Card.

**17. In case of Cancellation of Admission by the students:**

- i. The refund will be done on pro-rata basis only.
- ii. The student who want to cancel the admission has to fill a cancellation form and get it signed by the warden of the hostel.

**18.** Students are expected to cooperate and comply to the above norms for the smooth admission process.

**Dr.(Prof.)Sujata Rao**

**Hostel Chairperson & Warden**