

**VISVESVARAYA NATIONAL INSTITUTE OF TECHNOLOGY, NAGPUR**

Hostel Section/2020-21/

Date:- November 23, 2020

Note:-

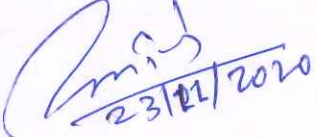
All Hostel inmates should note that it is mandatory to follow the below mentioned procedure before they visit to their hostel block for any urgent/important work:

- 1) Duly filled Undertaking form for visiting institution.
- 2) Attach Medical fitness certificate from their native place (without medical certificate no permission will be granted to visit hostel).
- 3) Xerox copy of ID card.
- 4) Application on plain paper regarding visiting institution with reason /vacating their room.
- 5) Visit Hostel Section on working day during working hours first and submit the above documents in Section only. Hostel Section will check the documents and issue a Xerox copy of the application to the student with remark. Student should submit this copy to the guard in their respective hostel block.

**Note:- 1) Above procedure is mandatory for each student.**

**2) Before planning journey please contact to your hostel supervisor on his cell phone and drop a mail to Assistant Registrar (Hostel) on email ID [hostelmanager@vnit.ac.in](mailto:hostelmanager@vnit.ac.in)**

Encl: Copy of Undertaking Form

  
Associate Dean (HA)

To,

Institute Website for displaying on hostel notice board

Copy to:

Dean (SW) / AR (Hostel) / All wardens/ All Supervisors

Undertaking/Self Declaration

I, (Full name) \_\_\_\_\_, ID No. \_\_\_\_\_,  
Enrolment No. \_\_\_\_\_, Place \_\_\_\_\_, District \_\_\_\_\_,  
State \_\_\_\_\_, want to come to VNIT, Nagpur on (date) \_\_\_\_\_ to take back my  
belongings / luggage/documents from my Hostel Block No. \_\_\_\_\_ Room No. \_\_\_\_\_.

I have taken necessary permission from competent authority to come to Nagpur to take  
my belongings / luggage/documents from my hostel at VNIT campus.

I declare that-

- I am not having fever, cough and breathing problem from last 2 weeks (Medical Certificate attached).
- None of my family members where I am living ( \_\_\_\_\_ ), is suffering from fever, cough and breathing problem from last 2 weeks.
- I am not having any heart, lung or kidney related problems.
- I will use **face mask** as well as any other prescribed protective gear and maintain **social distancing** during my travelling as well as in VNIT, Hostel.
- I will use Aarogya Setu App on my mobile and it will remain active at all time (through Bluetooth & Wi-Fi).
- I will self monitor my health for 14 days after leaving VNIT campus
- I understand that there is always a possibility of getting infected by the virus due to the number of cases in the country. I and my parents/guardians are fully aware of the above facts.
- I will take full responsibility for any untoward incidences occurred during my journey.
- The institute will not be responsible for any incidences arising out of my above visit.
- I will take my belongings / luggage/documents within **THREE HOUR** from VNIT, Hostel.

**Encl.-: 1) Medical Fitness certificate as mentioned in point number 1 & 2**

**2) Xerox copy of ID card**

**Students Signature & date**

**Declaration by Parent/Guardian:**

I am fully aware that my ward is visiting VNIT, Nagpur to take the belongings /  
luggage/documents from Hostel room allotted to my ward.

**Date:**

**Parent/Guardian Signature**