



INDIAN INSTITUTE OF INFORMATION TECHNOLOGY MANIPUR

(An Autonomous Institute under the MHRD, Government of India)

Mantripukhri, Imphal – 795002, Manipur, India. Phone: 2421017, [www.iiitmanipur.ac.in](http://www.iiitmanipur.ac.in)

FORM: ADM/4D

**HOSTEL CLEARANCE FORM**

|  |  |
| --- | --- |
| Name: | |
| Roll No.: | Semester: |
| Department: | Batch: |
| Hostel Name: | Room No.: |
| Date & Time:  (Leaving Hostel) | Reason: |

|  |  |
| --- | --- |
| **A. Academic Clearance:**  CS LAB EC LAB  HOD | **Remarks** |

|  |  |
| --- | --- |
| **B.** **Library Clearance:**  Library in charge | **Remarks** |

|  |  |
| --- | --- |
| **C.** **Sports:**  Sport in charge | **Remarks** |

|  |  |
| --- | --- |
| **D. Mess Clearance:**  Manager | **Remarks** |

|  |  |
| --- | --- |
| **E. Account Section:**    Account & Finance | **Remarks** |

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **F. Hostel Clearance:**   |  |  |  |  | | --- | --- | --- | --- | | **Items Returned** | **Any Damage (YES/NO)** | **Remarks** | **Any Deduction from caution money (YES/NO)**  **If, yes mentioned the amount.** | | 1. Almirah no./Key no. |  |  |  | | 2. Table no./Key no. | | 3. Bed/Cot no. | | 4. Chair no. | | 5. Miscellaneous |   Establishment section  Hostel Warden |

Declaration: I do not have any other dues from any other section.

(Signature of the student)

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Certified that as per record nothing is due on the part of Mr/Ms.......................................................................................................................................................

It is further certified that he/she has removed the entire personal luggage from the room. He/she is, therefore, allowed to vacate the room.

‘No Dues’ outstanding against him/her.

Signature of Hostel Warden

Date: