



NATIONAL INSTITUTE OF TECHNOLOGY DURGAPUR

Mahatma Gandhi Avenue, Durgapur 713209, India

www.nitdgp.ac.in

(An Institute of National Importance under Ministry of Education, Govt. of India)

Date: 30.06.2025

NOTICE

Subject: Hostel allotment notification for the undergraduate students (B. Tech 4th Year, DD 4th & 5th Years, Int. M.Sc.- 4th & 5th Year, B. Tech 3rd Year, DD 3rd Year, and Int. M.Sc.- 3rd Year and B. Tech 2nd Year, DD 2nd Year, and Int. M.Sc.- 2nd Year) and PG Final Year (2 Yrs Programme) Students.

1. A schedule for Hostel opening and allotment has been finalized and it is available in **Annexure- I**. The schedule may change depending on exigency occurring/government notification/restrictions imposed thereof.
2. **Accommodation:** All the allotment of seats shall be on a shared or single-basis as per the normal capacity of the rooms in the hostels.
3. **Allotment of Room:** **The hostel allotment is on a temporary basis. Hostel residents will be shifted to another Hostel as and when required. The room allotment and hostel registration will be carried out in the respective hostel.**
4. **Hostel Registration:** Student registration is compulsory in the respective allotted hostel.
5. **Mess/canteen registration:** Student registration is compulsory in the respective canteen/mess according to their allotted hostel.
6. **Advance Mess Fee and Hostel caution money and Payment Method:** The students will have to deposit the amount (as per **Annexure-II**) in the Bank. **The payment flowchart is shown in Annexure III.** The students will get the room allotment only after depositing the above-mentioned amount to the Bank and submission of the supporting document (the copy of the payment) to the Hall office. **Students should deposit their mess fee and caution money in their newly allotted hostel accounts only.**
7. **Fill up the Hostel Registration and Declaration Form:** All students need to fill up a data sheet (**Annexure-IV**, attached with this notice) during the hall registration.
8. **Documents to be brought during Hostel Registration:** The students need to bring the following original documents (with at least one photocopy of each) for Hall registration and allotment of rooms in the hall. Original photos and photocopies of these documents need to be submitted at the time of Hall registration.
 - (i) Hostel No Dues Form (Issued by the previous Hostel) (As per **Annexure-V**). **Hostel No Due Certificate is mandatory.**
 - (ii) Payment document of Hostel Caution Money and Mess. Canteen Advance
 - (iii) Five passport size photos
 - (iv) Valid Govt. Identity proof documents and Institute Identity card (if available)
 - (v) Front Page of Bank Passbook

sd/-

Chief Warden

sd/-

Dean (Students Welfare)



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Annexure – I: Schedule for Hostel Allotment

Programme of Study	Hostel allotment for boys (AY 2025-2026)	Hostel allotment for Girls (AY 2025-2026)	Date of Hostel allotment	Mess /Canteen	Opening date of Mess /Canteen	Remarks / Contacts
B.Tech 2 rd year, Dual degree 2 rd Year, and Int. M.Sc. 2 rd year	Hall-14	Hall 13	14/07/2025 to 16/07/2025	Canteen: In Hall 13 for Hall 13 students	14-07-2025	Hall 13: Contact warden/manager/caretaker of Hall 13
				Canteen: In Hall 14 for Hall 14 students		Hall 14: Contact warden/manager/caretaker of Hall 14
B.Tech 3 rd year, Dual degree 3 rd Year, and Int. M.Sc. 3 rd year	Hall 2 (CSE, ME, CE, BT, DD-BT)	Hall 13	14/07/2025 to 16/07/2025	Canteen: In Hall 2 for Hall 2 students	14-07-2025	Hall 2: Contact warden/manager/caretaker of Hall 2
	Hall 9 (CHE, ECE, EE, MME, DD-CHE and Int. M.Sc.)			Canteen: In Hall 9 for Hall 9 students	14-07-2025	Hall 9: Contact warden/manager/caretaker of Hall 9
				Canteen: In Hall 13 for Hall 13 students	14-07-2025	Hall 13: Contact warden/manager/caretaker of Hall 13
B. Tech 4 th Year, DD 4 th Year, Int. M.Sc. 4 th Year	Hall 1 (CSE, ME, CE, ECE, DD-BT, DD-CHE)	Hall 13	14/07/2025 to 16/07/2025	Mess: In Hall 1 for Hall 1 and Hall 3 students	14-07-2025	Hall 1: Contact warden/manager/caretaker of Hall 1
	Hall 3 (BT, CHE, EE, MME and Int. M.Sc.)				Hall 3: Contact warden/manager/caretaker of Hall 3	
				Canteen: In Hall 13 for Hall 13 students	14-07-2025	Hall 13: Contact warden/manager/caretaker of Hall 13
DD-5 th Year, and Int. M.Sc. 5 th Year	Hall 4	Hall 13	14/07/2025 to 16/07/2025	Mess: In Hall 4 for Hall 4 students,	Hall 4: Contact warden/manager/caretaker of Hall 4
				Canteen: In Hall 13 for Hall 13 students	14-07-2025	Hall 13: Contact warden/manager/caretaker of Hall 13
PG 2 nd Year	Hall 4 (except M.Tech. and M.Sc. (Sponsored & Self-Sponsored))	Hall 13	14/07/2025 to 16/07/2025	Mess: In Hall 4 for Hall 4 students	Hall 4: Contact warden/manager/caretaker of Hall 4
				Canteen: In Hall 13 for Hall 13 students	14-07-2025	Hall 13: Contact warden/manager/caretaker of Hall 13

Note: Existing PhD student's allotment may be changed later on.



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Annexure-II: Payment amount and payment method

Hostel Name	Hostel Caution Money	Mess Advance/Canteen for even semester	Payment method
Hall 1	Rs. 5000/- (If not transferred from the previous Hall)	Rs. 18,200/- (For ODD semester, 2025-2026)*	Through SBI Collect https://www.onlinesbi.com/sbicollect/ (See Annexure-III)
Hall 2	Rs. 5000/- (If not transferred from the previous Hall)	Rs. 18,200/- (For ODD semester, 2025-2026)	Account Details Account Name: MESS ACCOUNT, HALL-2 A/C No.: 8569101000376 IFSC: CNRB0008569 Canara Bank Durgapur NIT Campus MG Avenue
Hall 3	Rs. 5000/- (If not transferred from the previous Hall)	Rs. 18,200/- (For ODD semester, 2025-2026)*	Account Details Account Name: NIT MESS HALL III A/C No.: 11520042540 IFSC: SBIN0002108 State Bank of India NIT Durgapur Campus, MG Avenue
Hall 4	Rs. 5000/- (If not transferred from the previous Hall)	Rs. 18,200/- (For ODD semester, 2025-2026)*	Through State Bank Collect https://www.onlinesbi.sbi/sbicollect/icollecthome.htm (See Annexure-III)
Hall 9	Rs. 5000/- (If not transferred from the previous Hall)	Rs. 18,200/- (For ODD semester, 2025-2026)	Through SBI Collect https://www.onlinesbi.com/sbicollect/ (See Annexure-III)
Hall 13	Rs. 5000/- (If not transferred from the previous Hall)	Rs. 18,200/- (For ODD semester, 2025-2026)	Through SBI Collect https://www.onlinesbi.com/sbicollect/ (See Annexure-III)
Hall 14	Rs. 5000/- (If not transferred from the previous Hall)	Rs. 18,200/- (For ODD semester, 2025-2026)	Through SBI Collect https://www.onlinesbi.com/sbicollect/ (See Annexure-III)

The advance mess fee is calculated for 130 days @ Rs 140 per day = Rs. 18,200 [as per academic calendar there are 130 days excluding the vacation during Durga puja]. After the semester the adjusted amount will be informed to the student for refund/pay.

* After the semester the adjusted amount will be informed to the student for refund/pay by the concerned mess committee.

Note: Students should deposit their mess fee and caution money in their newly allotted hostel accounts only.



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Annexure-III: Payment flow chart through SBI Collect

The detailed instructions of the payment procedure through SBI Collect are as follows.

1. onlinesbi.com
2. Then go to SB Collect
3. Select Category: Here, you have to select “**Category: Educational Institutions**”.
4. Search for Educational Institutions: “**NIT Durgapur**” and Name of Educational Institutions “**NIT DURGAPUR**” and Click “**NIT DURGAPUR**”
5. Select Payment Category: **Form dropdown menu Select allotted hostel**
6. Fill up the form

Payment Category *

Select “allotted Hostel”

NAME OF THE STUDENT *

REG NO *

ROLL NO *

ROOM NO *

Write ‘000’ for new room allotment

MOBILE NO *

PAYING FOR MONTH AND YEAR *

**Write ‘July to December 2025’
in the Remarks box**

REMARKS(IF ANY)

MESS FEES *

**Write ‘Caution Money/ Mess
Advance/ Caution Money and
Mess Advance both’ in the
Remarks box**

Remarks

- PLEASE ENSURE CORRECT DATA HAS BEEN ENTERED BEFORE PAYING.
- PLEASE ENTER THE CORRECT BILLING MONTH AND YEAR.

Enter Your Details



Individual



Organisation / Corporate

Name *

Date of Birth *

Mobile No *

On successful completion of payment, you will receive the transaction reference number on this mobile number



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Email ID :

On successful completion of payment, you will receive the transaction reference number on this email ID



I have read and agreed to the **Terms & Conditions**

Enter the text as shown in the image * :

Select one of the Captcha options *



Image Captcha



Audio Captcha

7. Click “Next”.
8. Verify Payment Details and Click “Next”
9. **Complete Payment**
10. **Print Receipt.**

Note:

Students who have been allotted rooms in a different hostel for the academic year 2025-26 (compared to academic year 2024-25), and have not been assigned Room No. at the time of payment, are instructed to write ‘000’ in ROOM NO * box.



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Annexure-IV

.....Hall of Residence (Hall No-.....)

Personal Data Sheet (To be filled by the student)

Sl No	Items	Details
1	Name	
2	Roll No	
3	Contact Number	
4	E-Mail ID	
5	Room Allotted	
6	Blood Group	
7	Bank Account Details	
8	Parents' Name	Father: Mother:
9	Parents' or Guardian Contact Number	
10	Home Address	
11	Aadhaar No	
12	Previous Hostel (if any)	Hall No: Room No:

Declaration of the student

1. The information furnished above is true to the best of my knowledge.
2. I agree to pay the mess/canteen fee within the due date as notified from time to time, if applicable.
3. I will try my best to protect all the hall properties from any misuse.
4. I agree to abide by the rules and regulations of the hall as notified by the concerned authority.
5. I agree to accept the punishment imposed on me by the hostel authority, in Case I am found involved in any indiscipline and unruly activity.

Signature of the Student



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Annexure-V

Hostel No Dues Form (Issued by the previous Hostel)

Student Name:.....

Father's Name:.....

Mother's Name:.....

Roll No.:.....

Registration No.:.....

Department:.....

Programme in which studying:.....

Contact No.:.....

Email id:

**This is to certify that the above-mentioned student was a resident of Room No at
Hallduring academic Session 20..... - 20..... and does not have any dues in
the hostel.**

Date:

Signature of Warden with stamp