



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)

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Notification of Hostel Vacate for Final Year Passed Out Students (UG and PG)

As we are receiving several requests from the passed out students to vacate the room, here is exit plan.

1. The students who want to vacate the hostel are requested to send the mail to their wardens with their travel plans.
2. Permission may be given on the urgent basis to collect the documents and vacate the hostel subject to following the covid-19 protocol and lockdown imposed by the State/Central Government from time to time.
3. **Only students will be allowed to enter into the campus, preferably on working days with prior permission.**
4. **Night stay is not allowed in the hostel. He/She has to leave the campus on the same day.**
5. To collect the grade sheet/provisional certificate, you need to follow the instructions issued by the Dean (Academic Courses)
6. To get the clearance from the library, you may contact Librarian/check the website.
7. Car / Auto / TOTO – will be restricted at the Institute Gate.
8. Students - On arrival at the Campus, each student should do the following at the entry gate:
 - i) Undergo thermal screening for body temperature measurement.
 - ii) Sanitize their hands and have their luggage disinfected.
 - iii) If required, they may undergo health check-up by the Institute Medical Unit.
 - iv) Proceed to their respective hostels.
9. No student would be allowed to enter the premises in case they show any symptoms.
10. Other formalities like, mess/establishment charge due, room take-over etc will be carried out by the hostel authority. **Bring your transaction receipts of the payment, if you had any due.**
11. Students are requested to coordinate with their wardens.

Chief Warden

Dean (S/W)