



दक्षिण बिहार केन्द्रीय विश्वविद्यालय
CENTRAL UNIVERSITY OF SOUTH BIHAR
SH-7, Gaya- Panchanpur Road, Village- Karhara, Post - Fatehpur
P.S- Tekari, District- Gaya (Bihar) PIN- 824236
www.cusb.ac.in

UHA/Form-2: Room Allotment Slip

I, _____ S/D of _____ admitted
to _____ Programme for the Session _____ bearing Enrollment
No. _____ have been allotted Room No. _____ in hostel name

The following items have been provided to me by the Hostel Administration:

Sl. No.	Items provided	Signature of the Student while getting the items from the Office of the Hostel	Signature of warden at while receiving the items from the student

I hereby undertake that I will be responsible for losing, damaging any of above mentioned items provided to me and follow all the norms of the hostel given to me orally as well as in writing.

Date :

Signature of the student



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UHA/Form-3: Room Vacating Slip

(To be filled up at the time of student leaving the hostel)

This is to certify that Mr./Ms. _____ of _____
Programme bearing Enrollment No. _____ and staying in Room No.
_____ in hostel _____ (Name of the Hostel) has submitted all the
articles/equipment on (date) _____ which had been issued to me at the time of joining
the hostel.

Date :

Signature of the student

Signature of Hostel Attendant (Caretaker):

Remarks:

Date: _____

Signature of Hostel Attendant (Caretaker):

Remarks:

Date: _____

- ❖ Fill this Form in three copies and handover two copies to the Office In-Charge after approval of the Chief Warden.



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UHA/Form-4: Leave Application Form

To

The Chief Warden,

With due respect I (my ward) _____ would like to inform you that

Mr./Ms. _____ (or Myself) from _____ Programme

bearing Enrollment No. _____ and staying in Room No. _____

in hostel _____ (Name of the Hostel) permitted to avail leave from

_____ to _____ .

Reasons:

Kindly approve me (his/her) leave for the same and grant me (his/her) permission.

Yours truly,

(Signature of the Inmate)

Signature of Parent (s)/Guardian/Resident)

Name _____

Name _____

Mob. No. _____

Mob. No. _____

Contact No. while on leave _____

(Signature of the Hostel Attendant)

(Signature of Hostel Warden/Chief Warden)

Submit the dully filled form to the Guard at deployed at main gate