



Circular

Subject: Policy on Hostel and Transport facility allocation for the Academic Session 2026–27 and onwards

The University provides Hostel and Transport facilities to ensure uninterrupted academic engagement throughout the duration of the program. To promote optimal utilization and avoid underuse of resources, these facilities are allocated for the entire academic session i.e., July to June. However, students are permitted to pay the applicable fees in two equal instalments: the first in May/June for the semester commencing in July, and the second in November/December for the semester commencing in January, as notified by the University.

Discontinuation of Hostel/Transport: Any student who wishes to discontinue either Hostel or Transport facility will be considered for the next academic year as per procedure outlined below:

Submission of Application:

- For Hostel discontinuation, students must submit a written application (Hostel Leaving form) to the Chief Hostel Warden (CHW) through the respective warden and CHW will submit the approved application to the Deputy Registrar.
- For Transport discontinuation, the application must be submitted to the Deputy Registrar through the Transport Incharge along with RIMT University Bus I -card.

Timeline for Discontinuation:

- All such applications must be submitted during the month of May every year.
- Applications submitted after this period will not be considered and the student will be liable to pay the full annual charges.

Exemption under Semester Internship:

- In case a student is proceeding for a full semester internship/training, only one semester fee for Hostel/Transport will be charged.
- The student must vacate the hostel immediately after the final examination (last exam of the semester) and get the no dues verification done and paid the next semester academic fee before proceeding for internship/training.
- The student must deposit their Bus I-card in the Office of the Transport Incharge and get the no dues verification done and paid the next semester academic fee before proceeding for internship/training.

Fee Payment Compliance:

- Students must ensure timely payment of Hostel and Transport fees as per the official notifications issued by the University.
- Delay in fee payment will attract late fee charges and may cause unnecessary inconvenience, including possible suspension of services.

These guidelines have been formulated to provide the smooth services to our students. All students are advised to adhere to them, and any request will not be considered.

Rahim Noor
Registrar