



Ref: NITS/2025/DSW/..129..

Date: 17.02.2025

CIRCULAR FOR LEAVING HOSTEL

The students are hereby informed that NIT Sikkim is a residential Institute. Students are required to reside in the Hostels. However, a student may be permitted by the undersigned under the following cases: -

1. ****Medical Condition:**** Students must present a valid medical certificate issued by the Chief Medical Officer of a government hospital and same shall be verified by the Institute committee comprising Institute Doctor.
2. ****Local Residency:**** Students who are permanent residents of Ravangla or its surrounding areas and requested by the parents.


Should a student fulfill any one (1) of the above-mentioned criteria, they may apply for Day Scholar status and have to abide by the following steps:

Step 1: Submit a formal application addressed to "The Dean of Student Welfare," outlining the reasons for your request to leave the hostel.

Step 2: After approval of the DSW, you have to visit the Student Welfare Office, located in the Academic Block, to initiate the hostel leaving process by collecting and filling the following three forms: -

- a. *Parents Undertaking Form*
- b. *Room Vacating Form*
- c. *Hostel Clearance Form*

Step 3: Upon submission of the aforementioned documents, the committee under the chairmanship of the DSW will take the decision and same shall be communicated to the concerned student.


Dean Student Welfare
National Institute of Technology
Ravangla S/Sikkim-737139