



जम्मू केंद्रीय विश्वविद्यालय Central University of Jammu



राया-सूचानी (बागला), जिला सांबा-181143, जम्मू (जम्मू एवं कश्मीर)
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13 July, 2026

अधिसूचना / Notification

Subject: Hostel Allotment Policy – Reg.

In order to ensure fair, transparent, and merit-based allocation of hostel facilities, the following policy has been framed for allotment of hostel accommodation to students of the Central University of Jammu.

1. General Principles

- Hostel accommodation is a privilege and not a right.
- Allotment is subject to availability of seats and shall be done in accordance with the policy outlined below.
- Hostel residents must adhere to all hostel rules, regulations and code of conduct.
- Hostel allotment will only be done only in the beginning of the session. No allotment will be done during the ongoing academic session.
- University administration reserves the right to move any hostel resident from one room to another if required.

2. Priority of Allotment

Hostel accommodation shall be allotted in the following order of priority:

- a. Undergraduate (UG) students;
- b. Postgraduate (PG) students; and
- c. Research Scholars (Ph.D.)

The allotment of hostel accommodation within each category shall be made strictly on the basis of merit and the distance of the student's place of residence from the University, in accordance with the criteria prescribed under this Policy.

3. Merit-Based Criteria

For first-year students, allotment shall be made on the basis of **merit in the Entrance Examination**, wherever applicable. For second- and third-year students, allotment shall be based on the academic performance in the preceding academic year.

4. Distance-Based Criteria

Priority shall also be given to students whose permanent or residential address is located at a greater distance from the University campus. The distance will be determined from the verified address provided at the time of admission.

5. Allotment of Two-Seater and Three-Seater Rooms

Allotment of two-seater and three-seater hostel rooms shall be made on the basis of the merit of the students, subject to the availability of accommodation and other criteria as prescribed by the University from time to time. PG students shall be given preference for two-seater rooms. Further, if any vacancy arises, two-seater rooms shall be allotted as per seniority in admission followed by seniority in hostel allotment.

6. Special Considerations

Students with physical disabilities, medical conditions, may be considered for priority allotment on submission of valid documentary evidence. Any resident requiring special care/treatment/therapy shall be the parent's responsibility. If any such exceptional circumstances arise, the hostel committee in consultation with a university doctor shall apprise parents. In all such cases, parents are supposed to immediately take the custody of the resident for further support and treatment.

7. Mandatory Undertaking by Newly Admitted Students

All newly admitted students seeking hostel accommodation shall be required to submit a duly signed undertaking at the time of hostel allotment, affirming their acceptance of and commitment to comply with all hostel rules, regulations, disciplinary requirements, and conditions governing



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8. Room Change Policy

The room once allotted can't be changed except if approved by the hostel committee in the case of unavoidable emergency or administrative reasons.

9. Disciplinary Action

Any violation of the undertaking submitted by the student or any breach of hostel rules, regulations, or disciplinary norms may result in disciplinary action, including cancellation of hostel allotment, in accordance with the applicable University and hostel regulations.

10. Cancellation of Hostel Allotment

Hostel allotment is liable to be cancelled a) if any false information is found in the application, b) in case of misconduct and c) any other act of indiscipline.

11. Hostel Fee and Caution Money

- Caution Money of Rs. 2,500/- shall be refundable, subject to clearance of all hostel dues and damages, if any.
- The Hostel Fee of **Rs. 18,000/-** shall be **non-refundable**, once the hostel has been allotted to the student

12. Mess fee

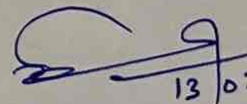
- Mess bill will be collected one month advance.
- Students not paid mess bill for consequently 03 months without approval of competent authority. Warden shall be authorised to expel that student from the hostel.
- No mess waiver shall be given under any circumstance except official holidays as per the university calendar. Mess waiver will be given as following: -

(i)	Summer Vacation	-	Flat off
(ii)	Winter vacation	-	Flat off
(iii)	Medical reasons	-	Flat off

- Mess charges will be implemented to the guest as per following rate: -

(i)	Breakfast	-	50
(ii)	Lunch	-	100
(iii)	Dinner	-	100

This policy shall be subject to periodic review and modification by the University authorities.


13/07/26

प्रो. (डॉ.) यशवंत सिंह

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प्रतिलिपि / Copy to:

1. All Deans/ All Heads / Directors
2. Chief Warden
3. DSW
4. Proctor
5. All Wardens
6. P.S. to Hon'ble Vice Chancellor
7. P.S. to Registrar
8. ICT to upload on University Website.