

# THE WEST BENGAL NATIONAL UNIVERSITY OF JURIDICAL SCIENCES

## NO DUES FORM FOR LEAVING THE HOSTEL WHILE PURSUING THE COURSE\*

(To be filled up in capital letters only)

This is to request that Mr. / Ms. \_\_\_\_\_ ID No. : \_\_\_\_\_  
Mobile No. : \_\_\_\_\_ E-mail : \_\_\_\_\_  
Room No. : \_\_\_\_\_  
Home Address with Contact no. : \_\_\_\_\_

may be allowed to withdraw from the hostel w.e.f. \_\_\_\_\_ for \_\_\_\_\_

Signature of the Student with Date

Approved by Chief Warden / Registrar

A.	<b><u>ACCOMMODATION</u></b>		Attendant, Hostel	Campus Supervisor (verified)
a.	Have all furniture and fittings issued been found in order i.e. fan, tubelights, chair, study table, cot, etc. and other electrical fittings	Yes / No	Signature with date	Signature with date
b.	If no, details thereof			
c.	Whether the room has been vacated and proper locking has been done	Yes / No.		
			CONVENOR, HWC	
d.	Whether electricity dues is outstanding	Yes / No	Signature with date	
e.	If yes, amount thereof	Rs.		
f.	Whether any other recoverable dues exist	Yes / No		
g.	If yes, amount thereof	Rs.		
B.	<b><u>MESS</u></b>		CONVENOR, HMC	
a.	Whether any mess dues are outstanding	Yes / No	Signature with date	
b.	If yes, amount thereof	Rs.		
c.	Whether any other recoverable dues exist	Yes / No		
d.	If yes, details with amount thereof	Rs.		
C.	<b><u>CYBER</u></b>		CONVENOR, CYBER COMMITTEE	Technical Assistant (T.A.) Computer Centre (verified)
a.	Whether any dues are outstanding	Yes / No	Signature with date	Signature with date
b.	If yes, amount thereof	Rs.		
c.	Whether LAN Cables issued	Yes / No		
d.	If LAN Cable issued and not returned, details thereof			

\* **Note** – This NDC is only for leaving the Hostel while pursuing the course and not for finally leaving the University.