

SOPs - ALLOTMENT OF NUST HOSTELS

Introduction

1. NUST hostels have been established for the out station National and International students. Hostels are providing hygienic and pleasant environment and are equipped with all amenities for standard living. Fourteen hostels have been built in the main campus of NUST (9 for male and 5 for female) having capacity to accommodate 3456 students. Hostel accommodation will be allotted to outstation students only who get admission in any School / Institute at NUST Main campus Islamabad.

2. Students are required to apply through their CMS Account for Hostel Accommodation while New Comers may apply through pgadmission.nust.edu.pk (PG students) & ugadmissions.nust.edu.pk (UG Students). Hostel accommodation will be allotted as per Allotment SOP depending on availability of seats, as per the instructions delineated in succeeding paras.

3. **Eligibility Criteria.** Students registered for statutory courses in the University (Islamabad Campus only) will be eligible to avail the facility of NUST Hostels.

4. **Priority of Allotment**

- a. Disabled / special students
- b. Wards of Shuhada and orphans
- c. Overseas (After provision of the residential proof i.e. residency, Iqama, passports etc.)
- d. Students from far flung areas.
 - (1) Balochistan
 - (2) Sindh
 - (3) FATA
 - (4) Gilgit Baltistan

- (5) Southern Punjab (Bahawalnagar, D.G Khan, Layyah, Rahim Yar Khan, Rajanpur)
- (6) Azad Jammu and Kashmir (Athmuqam, Hattian Bala, Haveli/ Kahota)
- (7) Khyber Pakhtunkhwa (D.I Khan, Chitral)

- e. **Priority – 1.** As a matter of principle, allocation of Hostel to the **waiting list of last year** takes priority over all.
- f. **Priority – 2.** Second Priority shall be given to the students, who fall in **para 4 a to d above** and fall in the **first merit list.**
- g. **Priority – 3.** Third priority shall be given to the students as per **their position in the merit list** after excluding priority 1 & 2.

5. **Freezing Cases (Deferment).** Any Hostelite who can not continue his / her studies due to domestic / medical issues can rejoin hostel in the next semester, subject to the permission by Registrar Dte to the fact that students has been allowed to continue his / her study.

6. **Compassionate Ground**

- a. **Medical Cases.** Will be decided on case to case basis. Student desirous for hostel accommodation on medical grounds must submit medical documents along with the hostel admission form. The hostel branch will forward the case to Medical Dte for opinion.
- b. **Need-based Cases.** Students who are unable to afford accommodation charges due to financial issues can apply through University Advancement Office (**UAO**) when they are enrolled in the University, provided they fit into the eligibility / priority criteria.

- c. Relocation / posting of parents

7. **Ineligible Criteria**

- a. Residents of Islamabad / Rawalpindi and nearby areas (including the students of PhD and SAT International)
- b. Expelled students from NUST
- c. Having Completed the Degree

8. **Duration of Students Stay.** Stay of the Students, who are granted admission in the hostels in H-12 Campus, will be strictly as follow:-

- a. BS Programs (4 years except B. Arch – SADA i.e. 5 years)
- b. MS Programs (2 years)
- c. PhD (3 years)

Note: No extension will be granted.

9. **Extension.** Following cases may also be considered:-

- a. Genuine medical issues (Submission of Medical Documents with prior recommendation of NMC)
- b. **Exchange Program.** The Hostelites who are offered an exchange program in Foreign Universities will be given extension in case their required courses are not run / offered during Summer vacations or during regular semesters. Confirmation to this effect will be sought from Registrar / PGP Dte and case will be forwarded for Rector's approval
- c. Compassionate ground (Case to case basis)
- d. Overseas students

Note: All such cases will be processed for Rector's approval

10. Extension will not be granted to the students who have obtained F grades / Low grades / repeat courses / short attendance

11. **Temporary Hostel Allotment.** Temporary allotment facility will be provided only to those students, who are currently registered in main campus of NUST, depending on availability of accommodation. Students applying for shorter duration (not more than a week) will be granted permission to avail the facility on case to case basis. Application form is available in Hostels Branch Office which must contain the signature of parents (Father / Mother / Guardian). Hostels Administration reserves the right to extend his/her temporary allotment stay that will be dependent on case to case basis. Hostel Rules will be followed by temporary students in its true spirit.

12. The Hostel allotment SOP will be implemented with immediate effect.

Note:

Hostel Accommodation will stand cancelled (in addition to a levy of fine) if any resident shares false information for availing hostel accommodation, or involved in a discipline case which warrants expulsion e.g, involvement in drugs, any undesired activity prejudice to the established norms of decency, brawl / fight etc.