



HOSTELS – ADMISSION AND REFUND POLICY – 2025-2026

Admission into Hostels

1. Hostel admissions must be renewed every academic year through the *My Amrita Student Portal* app.
2. Admission to the hostel is a privilege granted to students, not a guaranteed right.
3. The hostel authorities will provide basic facilities to ensure a comfortable stay on campus.
4. Day scholars, who wish to stay in the hostel for a short duration for academic purposes must obtain prior permission from their respective departments. Such stays are subject to room availability and applicable charges as per existing norms.
5. Students involved in disciplinary issues will be denied hostel facilities.
6. Hostel and mess facilities are mandatory. The corresponding fees must be paid in full before the start of the academic year.

Hostel and Mess Fee – While joining hostel

Time of joining the hostel	Hostel Fee	Mess Fee
Beginning of the Academic Year	100%	100%
Middle of Odd Semester	100%	To be calculated from date of admission into hostel
Commencement of Even Semester	50%	50%
Middle of Even Semester	50%	To be calculated from date of admission into hostel

Hostel and Mess Fee – refund policy while vacating

If a student withdraws from the program, the refund of hostel and mess fees will be processed as follows:

Stage/Duration of Stay	Hostel Fee	Mess Fee
Less than 1 Month (within a semester)	₹500 per day (includes food and accommodation)	
More than 1 Month (within a semester)	Monthly charge × number of full months + • If additional days < 15 → Half-month charge • If additional days ≥ 15 → Full-month charge	₹200 per day × number of days stayed
After completion of Odd Semester	50% of the total room rent for the remaining semester (Even semester) will be refunded	50 % Mess Fee
After commencement of Even Semester	If vacating before 15th of the month → 50% of that month's hostel fee will be deducted	Refund based on unused days (₹200/day)

	If vacating on/after 15th → 100% of that month's fee will be deducted	
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Hostel and Mess policy for short duration stay / Beyond academic period.

Students request short-term hostel accommodation beyond their regular academic period for purposes such as internships, project reviews, internal projects and supplementary exams, etc. For such requests, prior approval from the respective department is required, either via email or through a signed letter to the hostel office. Charges will apply for both day scholars and hostellers, as per the details provided below.

Stage/Duration of Stay	Hostel Fee	Mess Fee
Less than 1 Month	<ul style="list-style-type: none"> ₹500 per day (includes food and accommodation) If the student is not availing mess facility only hostel charge Rs. 300 will be applicable 	
More than 1 Month	Monthly charge × number of full months + <ul style="list-style-type: none"> If additional days < 15 → Half-month charge If additional days ≥ 15 → Full-month charge 	<ul style="list-style-type: none"> ₹200 per day × number of days stayed If the student is not availing mess facility only hostel charge will be applicable.

General Rules:

1. Students need to pay the hostel fee and mess fee together for the academic year at the beginning of the academic year.
2. The Office of Chief Warden - Hostels has all the right to decide upon the denial of admission into the hostel.
3. The date of the last semester examination, as specified in the academic calendar of the respective program, will be considered the official date of course completion and the deadline for vacating the hostel. No hostel or mess fee will be refunded for any period beyond this date.
4. The caution deposit will be refunded after deducting any applicable breakage or damage charges. The amount will be credited to your account within a maximum of 45 days from the date of vacating the hostel.
5. The account number provided at the time of vacating the hostel must be carefully verified and confirmed by the student. The university and accounts department will not be responsible for any errors in the account details submitted.

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