

**Hostel Administration Committee
National Institute of Technology, Tiruchy**

15/7/2013

Hostel Office Circular number 3

Sub: Hostel Fees Receipt – Important announcement to Hostel Students

It is observed that most of the students who have remitted their Hostel Fees through **I-collect mode** are not coming over to Hostel Office and collecting their Hostel Fees Receipt. Some students who are remitting their Hostel Fees through Demand Draft are also simply handing over their Demand Draft to the Hostel Office and went back without collecting their Hostel Fees Receipt.

However, after several months' students are coming to Hostel Office and requesting for **Hostel Fees Receipt** for claiming of Income tax exemption by their parents, applying for scholarship etc. and this is causing lot of administrative inconvenience to Hostel Office.

Hostel Students who have remitted their Hostel Fees for the Odd semester 2013-14 through I-collect mode are hereby directed to come over to hostel office on or before 10th August 2013 and collect their Hostel Fees Receipt.

Hostel Fees receipt is the basic documentary evidence for having remitted the Hostel Fees. Hence, Students are not only advised to collect their Hostel Fees Receipt and also preserve it safely in their personal file. In the event of misplacement or loss of Hostel Fees Receipt, Hostel Administration will not issue duplicate receipt.

Chief Warden/ HAC