



**OFFICE OF THE PRINCIPAL UMA CHARAN PATNAIK ENGINEERING SCHOOL**  
**BERHAMPUR-760010, DIST: GANJAM (ODISHA)**  
(Under Govt. of Odisha, Skill Development & Technical Education Department)  
Affiliated to AICTE & Admn. control of Directorate of Technical Education & Training, Odisha, Cuttack  
E-Mail: [principalucpes@gmail.com](mailto:principalucpes@gmail.com), Phone/FAX No. 0680-2291826(O)



Notice No. 1199.....Date 18-06-2025

All 2<sup>nd</sup> & 3<sup>rd</sup> year students are hereby informed to apply for hostel admission for the academic year, 2025-26 on or before 30<sup>th</sup> June 2025, failing which no further consideration will be taken into account.

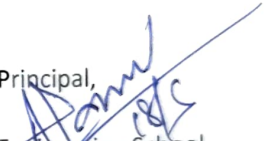
All the applicants need to submit the following documents to Sri Parsuram Das, lab. Assistant & caretaker, New Boys hostel.

- 1) Hostel application form duly filled by self.
- 2) Photocopy of Aadhar card of self and parent.

The allotment of hostel seat will be on the basis of following criteria.


- 1) Students discipline
- 2) Attendance and performance history.
- 3) Distance of native place from the institution.
- 4) SC/Scholarships beneficiaries.

  
Hostel Superintendent  
New Boys Hostel

  
Principal,  
UCP Engineering School,  
Berhampur

Memo No. 1200(4) Dt. 18.6.2025

Copy to Hostel Superintendent / Asst. Hostel Superintendent/Care Taker/Hostel Notice Board for information and necessary action. Caretaker is advised to keep the application forms for the year 2025-26.

  
Principal,  
UCP Engineering School,  
Berhampur

o/c



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BERHAMPUR – 760010, Dist: Ganjam, Odisha

Phone / Fax No.: 0680-2291826(O)/FAX-0680-2291826

e-Mail : [principalucpes@gmail.com](mailto:principalucpes@gmail.com), Website : <https://ucpesbam.in>



## **BOYS HOSTEL APPLICATION FORM, AY:**

**TO BE FILLED BY CANDIDATE IN CAPITAL LETTER**

1. FULL NAME: \_\_\_\_\_
2. FATHER'S NAME: \_\_\_\_\_
3. CATAGORY (ST,SC OBC,SEBC, GEN) \_\_\_\_\_
4. CORRESPONDANCE ADDRESS: AT/PO \_\_\_\_\_  
PS: \_\_\_\_\_ DIST \_\_\_\_\_ PIN \_\_\_\_\_
5. DISTANCE FROM BERHAMPUR : \_\_\_\_\_ KM
6. DATE OF BIRTH: \_\_/\_\_/\_\_\_\_
7. BRANCH: \_\_\_\_\_ PERCENTAGE MARK IN 10<sup>th</sup> \_\_\_\_\_ %
8. A) MOBILE NO \_\_\_\_\_ B) WHATSAPP NO \_\_\_\_\_
9. PERMANENT ADDRESS: Village: \_\_\_\_\_ PO: \_\_\_\_\_  
Dist \_\_\_\_\_, PIN \_\_\_\_\_ Distance \_\_\_\_\_ KM
10. PARENTS MOBILE NO \_\_\_\_\_ & WhatsApp No \_\_\_\_\_

PASTE A PASSPORT  
SIZE PHOTO HERE

I do here by undertake that the above information provided by me are true and best of my knowledge. I will obey the entire hostel and mess rules otherwise I am liable for Punishment, fine/expulsion as deemed fit by the institution/hostel authority.

SIGNATURE OF THE STUDENT

### **UNDERTAKING FROM PARENT/GUARDIAN**

I do undertake that my ward has no serious diseases of heart, brain, epilepsy which may requires emergency treatment. If my ward suffers anytime from any serious disease requiring emergency treatment, I shall take back my ward from hostel immediately

Signature of Parent/Guardian:

parent/guardian's name & Relationship with Ward:

Mob No:

### **FOR OFFICE USE ONLY**

Sri \_\_\_\_\_ Branch \_\_\_\_\_ Sem \_\_\_\_\_ admitt  
ed to the boys hostel on \_\_/\_\_/\_\_\_\_ Paid hostel fees of Rs. \_\_\_\_\_/- vide receipt number  
\_\_\_\_\_/dt \_\_/\_\_/\_\_\_\_ allotted room no \_\_\_\_\_ in the hostel.

Asst Hostel Supt (Boys New Hostel)  
UCPES Berhampur

Hostel Superintendent  
UCPES Berhampur

Principal  
UCPES Berhampur

**UNDERTAKING BY BOARDERS OF BOYS' HOSTEL U.C.P. ENGINEERING SCHOOL, BERHAMPUR**

**I do hereby undertake to abide by the following rules and regulations of the hostel-**

1. I will not involve in Ragging cases. I found guilty, severe action will be taken against me as per rules laid by of Hon'ble supreme court.
2. I will not consume any alcoholic, narcotic drugs, smoking or any intoxicating substance during stay period in the hostel. If found so, fine as deemed shall be imposed.
3. I will not allow any outsider/visitors in the room without the permission of hostel authorities.
4. I will not keep any unauthorized property, objectionable materials etc in the room which will attract action by the authorities.
5. I will not remain unauthorized absent from the hostel. If so then appropriate action will be taken against me as decided by hstl authority.
6. I'll take care of my own belongings by locking the rooms properly before leaving to anywhere. I ll not harm other's property.
7. I/we will not arrange any group religious activities in the premises.
8. I'll not take equipment's, common room's furniture, newspapers/magazines/journals mess property etc, If so then appropriate fine shall be imposed against me.
9. I'll protect govt property in the hostel from any kind of damages. If damaged artificially, its my/our responsibility to identify the culprit. Failing to do so I/we will combinedly restore the damaged property for the welfare of the hostel.
10. I will use the electricity judiciously. If fan, tube light, etc are found ON in the absence of my room Rs 500/- fine will be imposed on me.
11. I'll put garbage and wastage in the garbage bin. I voluntarily agree to take part in cleanliness drive of the hostel every Sunday/holidays.
12. I ll not use the service of a hostel housekeeping person for my personal work.
13. I'll not stay at the hostel during college hours unauthorizedly. If found, appropriate action will be taken against me.
14. I'll not allow to stay boarders other than allotted in my room. If so then deem fit action will be taken against me.
15. In case of illness, I'll inform the authority and go to nearby hospital for treatment. In contagious disease case, I'll leave the hostel.
16. I'll not celebrate any kind of celebrations, religious activity etc without the permission of the authorities.
18. I'll not change the allotted seat no, room no without following the proper room change procedure.
19. I'll report the theft cases to the authorities. If I found guilty in theft cases, my boardership in the hostel will be terminated.
20. Appropriate disciplinary action shall be taken against me If I found involved in any form of Mass-agitation/strikes/meeting/gatherings.
21. I'll not involve in smoking & alcohol cases. If found Rs500/- fine will be imposed on me.
22. I'll not indulge in use of abusive and threatening language, physical fights etc. If found, I'll be liable to be expelled from the hostel/ Institute.
23. I'll not play multimedia, music/record player etc. loud enough to cause disturbance to the fellow boarders.
24. I'll not throw garbage's here and there, If found appropriate fines will be imposed from me.
25. I will not waste drinking water. If found deem fit action will be taken against me.
26. I will follow the rules of study hours between 7.00 p.m. to 9.00 p.m and will not use mobile at that time. If found my mobile/gadget will be seized and appropriate action will be taken.
27. I'll pay the hostel mess bill between 1<sup>st</sup> to 5<sup>th</sup> date of every month. In case of non-submission of the mess fees, a fine of Rs 500/- will be charged against nonpayment of the dues in time
28. Chewing Gutkha, Paan masala, inside hostel is strictly banned. If found any spitting, Rs 500/- from all in the corridor will be imposed.
30. It's a responsible of every boarder to report the mis happenings in their room to the hostel authority. If any illegal activities happening in their room and no one has informed or accepting the mistake voluntarily, entire room will be charged against disciplinary action.
31. Hostel authorities will not be responsible against any case of MOBILE/VALUABLE ITEM'S THEFT CASES. Boarders have to lodge a complaint in BN Pur police station after informing authorities in written application.
32. Boarders to submit application before leaving hostel for any reason and submit to HS/AHS for approval. Unauthorized or uninformed leave will not be considered as a valid case for discussion in any point of time.
33. Boarders are advised to bring their parents and meet HS/AHS at least once per semester to know their ward's status.
34. Meals to be consumed in dining hall only. Anyone found taking foods to the room will be imposed fine of Rs.500/-
35. While leaving the room in holidays, a copy of key in an envelope marking room no, names of student staying in that room, mobile number etc. to be submitted to hostel authorities.
36. During the class hours, the power supply in the hostel will remain off.
37. Any one wish to terminate his hostel boardership, is to be done in official way by producing documents from the hostel authorities. The copy of the record has to be kept by the boarder for future reference.
38. Rules made time to time in hostel meetings will automatically be assumed to be added here and agreed to follow by the boarders.

I Sri \_\_\_\_\_, Branch \_\_\_\_\_, 2<sup>nd</sup> /3<sup>rd</sup> year have read and understood all the hostel rules written above carefully. I shall obey all the disciplinary rules and regulations made time to time by the hostel authorities along with the above set of rules to maintain the disciplinary decorum of the allotted hostel.

Signature of the Student with date  
Mobile No: