



APPLICATION FORM FOR TRANSPORTATION

FORM No.

Reg. No. _____

Session 20 - 20

Course & Branch :				Year / Sem. :			
Pick Up Point :		Code No. :		Route No. :			
Fee Amount	Transport Officer	DD/Pay Order No.	Date	Bank	Receipt No.	Date	Cash Officer

1. Name of student Mr. / Ms. _____
2. Father's Name _____
3. Address _____

4. Tel. No. (with STD Code): (R) _____ (O) _____
Mobile No _____
5. E-mail ID _____



I _____ S/o/ D/o Sh _____ do hereby undertake to abide by all the rules and regulations framed by the institute from time to time for availing transport facility during the session 20 - 20 . I shall continue this facility during the whole session. In case, I decide to discontinue in between, **I shall not claim for refund of annual transport fees.**

Further, I do undertake to maintain proper decorum in the bus and always keep the transportation card in my possession while traveling in the bus, so that the same can be shown to the authorities on demand. If I am found guilty in any indisciplinary act in the bus, management of the institute will have full liberty to take appropriate action against me.

Date _____

Signature of Student

UNDERTAKING BY PARENTS / GUARDIAN

I _____ Parents/Guardian of Mr./Ms. _____ who is studying in _____ Year _____ Branch/Courses do here by undertake that my ward is availing transport facility provided by the institute at our own risk. In case of any mishap / accident or any damage / loss of life due to accident institute management shall not be held responsible. I have read and understood the rules and regulations given overleaf and I shall abide by the same.

TRANSPORT RULES & REGULATIONS

1. Transport Fee for the entire session will be paid in advance at beginning of session.
2. Boarding in the bus will not be allowed without valid transport card for the current session.
3. Pickup time from every point is fixed and bus will not wait on any pickup point.
4. Pickup points and bus route would be decided by the management. Every one is required to board the bus from designated points only.
5. Every student who is availing the transport facility is advised to travel only in prescribed buses for their routes. They are not allowed to switch over to another bus of other routes without prior permission in writing.
6. NO CLAIM FOR REFUND WILL BE ENTERTAINED. In case of place change to higher distance category, difference fee for Full session (if changed till Odd Sem.) and half session (if changed during Even Sem.) will be returned/charged.
7. In case student who decides to discontinue transport facility during the mid-session would inform the competent authority in writing. In such cases, NO FEE will be refunded.
8. Bus facility is not available during Sunday / Holiday / Vacation.
9. The management is not liable to provide alternative transport arrangement :-
 - (i) If student is required to attend institute during Sunday / Holiday / Vacation, student will have to make his / her own arrangement to reach college.
 - (ii) If student miss the bus for any reason.
10. The management is not responsible for theft / loss of property during traveling in bus.
11. In case of brake down of the institute bus, no charges towards alternative conveyance would be asked for.
12. No one would be compensated for the distance covered by him / her for boarding the bus from designated point.
13. Ragging is strictly prohibited by law. Any student who is traveling in the bus found indulging himself / herself directly / indirectly in indisciplinary activities like theft case / ragging / fighting / quarrelling / use of abusive language / misbehave with fellow students, juniors / seniors and also with Staff members, the disciplinary action shall be initiated against him / her as deemed necessary or may be handed over to police for legal proceedings according to nature of offence for which entire responsibility lies on the concerned student.
14. Every one expected to maintain a proper discipline during the journey. Any loss or damage to the bus due to indisciplinary activities by the student during the journey will attract penalty as per rules.
15. The boarding is entirely at risk of the student availing transport facility. The management does not own any type of responsibility towards compensation of any nature whatsoever.
16. **In case of any emergency, contact Transport Incharges on Mobile No. 991277744.**

I _____ (Name of the Student)
S/o / D/o _____ Year _____ Branch/Course,
do hereby undertake that I shall be using institute transport during the session 20__-20__ and I shall dutifully follow the above rules and regulations of institute & transport presently in force and as modified from time to time. I am fully aware that violation of the above rules and regulation will attract disciplinary action against me as per rules including removal from the institute and & transport for which I will be personally responsible for the same.

Date :

Signature of Student