

**APPLICATION TO POSSESS OF LAPTOPS IN THE HOSTEL ROOMS**

Name of the Student : \_\_\_\_\_

Roll Number : \_\_\_\_\_ E-Mail ID : \_\_\_\_\_

Class / Dept : \_\_\_\_\_ Hostel Name : \_\_\_\_\_ Room No : \_\_\_\_\_

Sir,

I request permission to use my laptop (Desktop is not permitted) in the **HOSTEL ROOM ONLY**, subject to the following conditions and any other conditions that may be imposed the authorities from time to time in respect of the same. I understand that I should not carry my laptop to the Class rooms or Laboratories and **I ACCEPT THE FOLLOWING CONDITIONS :**

1. The Laptop will be used for academic purposes only.
2. The Laptop will not be used for any group activity.
3. The Laptop will not be used for any recreational or entertainment purposes.
4. I will not misuse the internet connectivity provided to me by visiting internet sites that contain obscene, hateful or otherwise illegal material.
5. I shall use laptop without any disturbance to my fellow students.
6. The use of Laptops will be done in a completely transparent manner to permit any inspection by the Hostel authorities.
7. No special provisions in the Hostel infrastructure will be demanded for the use of Laptops.
8. The possession of Laptops by me will be purely at my own personal risk and the Hostel Authorities will not be responsible for any loss or damage to the laptops.
9. I very clearly understand that the laptops and accessories, if any will be confiscated by the Hostel Authorities as and when they find that the Laptops have been misused for purposes other than for which it has been permitted inside the Hostel.
10. I shall pay any charges as decided by the authorities towards power consumption.
11. Additional accessories like speaker boxes, printer and web camera should not be attached to the system.

**Signature of the parent with date**

**Signature of the student with date**

Recommendation of the Head of Department (Sign) \_\_\_\_\_

On a personal assessment, it is recommended that the student may be permitted to posse Laptop inside his / her Hostel Room, subject to the above conditions.

**Class Advisor / Project Guide**

**Warden**

**Principal**