

INDIAN INSTITUTE OF TECHNOLOGY KANPUR
Office of the Dean of Students' Affairs

APPLICATION FOR PERMISSION TO BE A DAY SCHOLAR (under Statute 23(1)*) AND GRANT OF HRA

Name:	Roll No:	<input type="checkbox"/> Day Scholar only <input type="checkbox"/> Day Scholar with HRA # (Tick one)	
Department:	Programme:		
Email ID:	Phone No:		
Current Place of Stay: (tick one) <input type="checkbox"/> Staying on campus <input type="checkbox"/> Staying outside the campus	Current Address:		
Reason for staying/wishing to stay out of campus: (Use additional sheets if required)			
Duration of permission	From	To	
If recommended by any authority, Name of the authority: Recommendation attached: Yes/ No			
If permitted, give the address where the student wishes to stay:			
I undertake that the above information furnished by me is correct and I shall abide by all guidelines pertaining to the sanction of HRA. My spouse (applicable to the married scholars) is not claiming any HRA in Kanpur / has not been provided any official accommodation in Kanpur. If there is any change in the above mentioned circumstances I will immediately intimate to the Institute.			
Signature of the student with date	Parent/Gaurdian	Thesis Supervisor (if applicable)	Head of Department
For use of DOSA office <input type="checkbox"/> Only Day Scholar Recommended <input type="checkbox"/> Day Scholar Recommended with HRA <input type="checkbox"/> Both Day Scholar and HRA not recommended <i>(Recommendations of the committee to be attached)</i>			
AR (DOSA)	DOSA	Approved Director	
# Only PhD students getting assistantship from the institute and permitted to stay out of campus are eligible to claim HRA. (For other guidelines please consult the DOSA web page.)			
*Statute 23(1): The Institute shall be a residential institution and all students, research scholars and research fellow shall reside in the Halls of Residence and hostels built by the Institute for the purpose. In exceptional cases, the Director may permit a student, scholar or fellow to reside with his parent or guardian, but where any such permission is accorded to a student, scholar or a fellow, such student scholar or fellow, as the case may be, shall be liable of such seat rent as he would have been liable for the payment of seat rent had he resided in the hostel.			