

Married Scholar Apartment Policy

1. Allotment Rules

1.1 Entitlement of Married Scholar Apartment Allotment:

Applicant must satisfy the following requirements:

1.1.1 A married student and be in a genuine need of a family accommodation. The word family shall be interpreted as spouse and/or dependent children, everywhere in the context of Married Scholar Apartment rules.

1.1.2 Registered for a regular degree program of the institute.

1.1.3 His/her full-time residency requirement is authorized by the Institute and this entitlement is accordingly restricted to the period of the authorized full-time residency.

1.1.4 Married scholar accommodation is available to scholars throughout the year till 6 years for PhD students and 3.5 years for MS students or till submission of thesis whichever comes first. Extension may be considered case to case basis on recommendation of the Degree Supervisor.

1.2 Procedure for allotment of Married Scholar Apartment:

1.2.1 Dean (Students) Secretariat will advertise apartment that are ready for allotment. Eligible applicant should submit a fresh application (every time) after visiting the apartment, in the prescribed proforma available in Dean (Students) Secretariat. This application must be forwarded by the respective Degree Supervisor.

1.2.2 The applicant can have options only when more than one apartment is vacant. Otherwise, he has to take the apartment available at that instant.

1.2.3 The applicant can make a maximum of 3 choices. Please make only those choices, in which applicant are willing to stay. If applicant decline to accept allotted accommodation of any of your choice after allotment, a penalty will be applied.

1.2.4 If for any reason the applicant is not willing to take the apartment, he/she would lose the seniority and his/her name at his/her request will be moved to the last placed in the waiting list at that time. If this happens twice then the name of the applicant will automatically be removed from the waiting list.

1.2.5 Allotment will be based on date of marriage.

1.2.6 The following point system should be used if two students have same date of marriage:

- (a) A mother student with dependent child or a widower/divorcee student with dependent child - 10 pts.
(b) A student with one/more dependent child who has to be admitted to school (class one and above), hence time for school admission becoming important - 6pts.
(c) Distance of the permanent address in academic records from IIT Mandi Campus (hence cannot visit family off and on).

For distance between

- 500 km and 1000 km - 1pt
1000 km and 2000 km - 2pt
2000 km and 3000 km - 3pt
3000 km and above - 4pt

- (d) A parent with a child who is not school going - 1pt
(e) It is likely that after allotment of points, more than one student will be having same number of points. Their mutual position should be decided by lot only.

1.2.7 If a student going on semester leave or for some other reason vacates the apartment on his own then he shall be given the apartment on first priority as and when he applies again for an apartment.

1.2.8 When a resident informs the Dean (Students) Secretariat about vacating the apartment, the Dean (Students) Secretariat should inform the senior most applicant in the priority list within one week.

1.2.9 In case of any special request for a specific flat (in case of health-related reasons etc.), please submit relevant documents to Dean (Students) Secretariat

1.2.10 Allotment letter will be issued by Dean (Students) Secretariat. On recommendation of Chief Warden and approval of Dean (Students).

1.2.11 The allottee has to inform the Dean (Students) Secretariat in writing about his/her occupancy of the apartment.

2. Termination of Allotment:

2.1 Unauthorized use: Married Scholar Apartment allotment is in essence due and made only to married students in genuine need of family accommodation. Incumbent shall therefore, be an authorized user of Married Scholar Apartment and is liable for termination of its allotment, if

2.1.1 He/She fails to bring his/her family within 45 days from the day on which letter for allotment of quarter.

2.1.2 He/She allows occupation of the allotted apartment to any unauthorized person or does any subletting or any other kind of misuse. This shall in addition make the incumbent liable for disciplinary action by the Institute.

2.1.3 He/She leaves/completes the program.

2.1.4 He/She accepts employment inside or outside the Institute other than that for supporting his/her study as decided by the Institute.

2.1.5 The Institute does not authorize his/her residency status in any context.

2.2 Incumbents are expected to maintain a conducive environment for learning, maintain cordial community spirit and exhibit high standard of morals. However, non-compliance of obligations shall amount to termination of Married Scholar Apartment allotment. These are

2.3 He/She shall abide by the rules as applicable from time to time.

2.4 He/She shall not misrepresent, misinterpret and conceal any material fact from Dean (Students).

2.5 Incumbents are expected to keep their family for 75% of the duration of their stay in Married Scholar Apartment. If due to Medical reason a resident's family is going away for more than one month, the student should submit a medical certificate giving the reason.

3. Rules for Vacating apartment:

3.1 He/She must vacate the apartment on receipt of the termination notice of allotment vide sub-clause 2.1.3 and 2.1.4, within a period of thirty days. Whereas in event of termination of allotment vide sub-clause 2.1.1, 2.1.2, 2.1.5, 2.2 to 2.5, the apartment must be vacated within seven days.

3.2 In the event when the apartment is not vacated within the prescribed time, a fine as per the institute rules shall be recovered for the whole period of stay beyond for which initially permitted, besides any other action, that might be taken by the Institute.

3.3 The occupant shall inform the Dean (Students) Secretariat, in writing, when he/she plans to vacate the apartment, owing to any reason, in advance and on vacating the quarter he/she shall take clearance from Dean (Students) Secretariat for its dues etc., if any.

4. Appeal and redressal of grievances:

Residents and also the potential applicants of Married Scholar Apartment shall have access to Chief Warden/Dean (Students) for all matters concerning issues of allotment, termination of allotment and disputes. Dean (Students) shall be the administrative authority.



5. Relaxation of rules:

Director, IIT Mandi on the recommendation of Dean (Students) or otherwise may relax any of the above rules, which he deems fit.

Dean (Students)