



22nd, July 2020

NOTICE

Dear Boarders,

This is to bring to your kind notice that in view of the **UGC guidelines**, the examination of the Final year students of the academic year 2019-20 shall be held compulsorily before **September 2020**, therefore, the earlier **Notice dated 06th July 2020 has been withdrawn. Accordingly, the University has decided to schedule the examinations of final year students from 07th September 2020 onwards.** Hence, all the boarders of the Girls Hostels who are in the final year of the academic year 2019-20 are hereby informed **to pay their pending Mess Dues on or before 20th August, 2020.** To pay the Mess Dues, students are requested to deposit the amount in the following account:

Account No.	Name of the Bank	Name of the Branch	IFSC Code
187901000000820	Indian Overseas Bank	Gachibowli, Hyderabad	IOBA0001879

After depositing the due amount, the students may send the **Scanned Copy of the Deposit Slip** to (provostofficegh.mess20@gmail.com). Further, students must provide the details like- Name of the Student, Class, Mess No., Mobile No., Room No. and name of the Hostel in the e-mail.

In case, if the pending Mess Dues is not cleared on or before 20th August, 2020, the Hall Tickets of the students of the Final Year will be withheld till the student clears his pending mess dues.

Moreover, there are many students whose **excess amount towards mess deposits** has to be refunded by the Provost Office. The details of the students and refunded amount will be shared in girls hostel whats app group.

Therefore, students are requested to provide the Bank Accounts details as per proforma at **Annexure - A, so that refund amount may be deposited through RTGS.** The students are requested to send the scanned copy of the filled-up Proformas to (provostofficegh.mess20@gmail.com) so that the excess amount may be refunded.

Provost, Girls Hostels

Copy to:

1. Office of the Vice-Chancellor
2. The Registrar

मौलाना आज़ाद नेशनल उर्दू यूनिवर्सिटी
MAULANA AZAD NATIONAL URDU UNIVERSITY

(A Central University Established by an Act of Parliament in 1998)

Gachibowli Hyderabad (T.S.) 500 032

Accreditation "A" Grade by NAAC



OFFICE OF THE PROVOST – GIRLS HOSTELS

3. COE & Director, CIT (With a request to withheld the 'Hall Tickets' till the Provost Office intimates about No Dues Clearance)
4. Warden (Mess/Administration), all Wardens & Hostel/Mess Caretakers of all the Boys Hostels
5. Notice Board of the all the Boys Hostels
6. Concerned file

Dr. Shaikh Shaheen Altaf-Girls Hostels Mobile No.9100497138

Email ID: provostgirls@manuu.edu.in Office: 040-23008307

मौलाना आज़ाद नेशनल उर्दू यूनिवर्सिटी
MAULANA AZAD NATIONAL URDU UNIVERSITY

(A Central University Established by an Act of Parliament in 1998)

Gachibowli Hyderabad (T.S.) 500 032

Accreditation "A" Grade by NAAC

OFFICE OF THE PROVOST – GIRLS HOSTELS



Date:

To
 The Provost Office
 Girls Hostels
 MANUU, Hyderabad.

Sir,

I, Ms. _____, D/o Mr. _____ who
 is pursuing _____ course/Program at the Department of
 _____ MANUU, Gachibowli, Hyderabad, during the academic year
 2019-20, and resident of Girls Hostel _____, Room No. _____, bearing Mess No. _____. I
 have completed my course/ cancelled my Hostel Accommodation on _____. I
 request you to please refund my mess deposit amount (if any) in below mention account
 details. Account Details:-

1. Account Holder Name : _____
 (Account should be in the name of the
 Student only)
2. Account Number : _____
3. Name of the Bank : _____
4. Branch Name : _____
5. IFSC Code : _____
6. State and Pin Code : _____
7. Contact Number : _____

(Note: The candidate shall be responsible for the accuracy of the
 Data provided and for any delay due to the incorrect information.)

Signature of the student

FOR OFFICE USE

The total amount to be refund is Rs. _____, in words Rupees _____ only.

Dr. Shaikh Shaheen Altaf-Girls Hostels Mobile No.9100497138
 Email ID: provostgirls@manuu.edu.in Office: 040-23008307