



SANT LONGOWAL INSTITUTE OF ENGINEERING AND TECHNOLOGY

(Established by: Govt. of India; Deemed to be University)

Longowal -148106 Dist.: Sangrur (Punjab) INDIA

**Chief Warden Office (B.H)**

Tel: 91-1672- 253558  
Email: cwo@sliet.ac.in

Ref. No. SLIET/CW/BH/1357-1361

Date: - 28-12-21

## **NOTICE**

### **SCHEDULE FOR VACATING THE ROOMS**

The BE final year students (LEET-19 & JEE-2018) are required to vacate their hostel rooms **up to 15/01/2022** according to the guidelines given as under;

#### **BRIEF INSTRUCTIONS:**

- i) The students are required to bring RT-PCR negative test report of Covid-19 and follow the SOP issued by Hostel System & Guidelines issued by State & Govt. of India from time to time.
- ii) No meal facility is available. Hence students are advised to come with their own arrangement.
- iii) Only Three hour would be given to vacate the hostel room. Please manage accordingly.
- iv) Students must visit the hostel during working days (i.e. Monday to Friday) & office hours (i.e. 8:30 am to 5:00 pm) only.

#### **DOCUMENTS (Hard Copy) REQUIRED AT TIME OF VACATING THE ROOMS:**

1. Permission cum Undertaking form duly filled & signed.
2. Downloaded transaction copy of proof for mess bill clearance duly self-attested, if any.
3. Declaration form issued by SLIET Health Centre.
4. RT-PCR Negative test report of Covid-19 (Within 72 hrs).
5. Certificate of the both the doses of vaccine against Covid-19.

**NOTE:** - For any query, students are advised to contact to their respective hostel warden(s). Contact details are available on Institute Website.

*on leave*  
Chief Warden  
Boys Hostel

*Aravinda*  
Chief Warden  
Boys Hostel

C.C.: - For kind information, pl.

1. Director
2. Dean(SW)
3. Concerned Warden/Care Takers
4. F/I ACSS- with a request to upload the same on Institute website.
5. File copy

*On*

To

The Warden  
Hostel No.....

**Subject: - Permission to vacate the hostel's room.**

Sir/Madam,

I ..... S/o/D/o .....  
Reg. No. .... have made on-line payment of pending mess bill with  
transaction details ..... dated ..... (copy of  
same has also been attached herewith). I am also attaching the final No-due form  
(available on institute web site <http://www.sliet.ac.in>) to get the signature of  
concerned hostel official(s).

I am also handing over my room no. .... hostel no. .... and taking away  
all my belongings with me.

I hereby undertake that I shall follow all the guidelines related to COVID-19  
issued for students during visit of hostel/institute (uploaded on Institute web site).  
I declare that I do not having fever, cough and breathing problem in past two  
weeks and my residential area has not been declared as a containment zone. I  
further declare that my visit to the institute is in the knowledge of my parents.

Signature

Name .....

Room No. ....

Hostel No.....

Mob. No. ....

Date of vacation.....

## GUIDELINES FOR THE STUDENT(S) DURING VISIT OF HOSTEL/INSTITUTE FOR PREVENTION FROM COVID-19

1. The student shall make a request to concerned Warden with details of visit (date and timing) for approval of his/her visit.
2. The student must clear all his/her hostel dues before visit to the hostel.
3. The concerned Caretaker shall convey the approval to the concerned students.
4. The student must install the **Aarogya Setu App and Cova Punjab App** on his/her mobile before visit to the hostel.
5. The student should wear face mask on the day of visit to Hostel.
6. Only one person (guardian) shall be allowed to accompany the student and both should maintain proper social distance during their visit.
7. They must ensure to have the RT-PCR Negative report of 72 hours before.
8. The student will ensure to make proper IN entry in the Student Movement Register, kept with security guard on duty, on the day of visit to Hostel.
9. They will be allowed to enter in the hostel after proper thermal scanning and sanitization.
10. The student will be given only Three hours to vacate the room from hostel.
11. The student is advised to bring his/her own packing material to pack his/her luggage from hostel.
12. The student and/or guardian should make proper arrangement in advance to carry out the luggage from room to outside of the campus.
13. The student(s) can visit during office hours only. (i.e. 8:30 AM to 5:00 PM)
14. The Guardian visiting with his/her ward is requested to follow the guidelines given by the Security Guard and cooperate with the hostel staff on duty.
15. After taking out luggage, the student will ensure to make proper OUT entry in the Student Movement Register kept with security guard on duty on the day of visit to Hostel.

*On*

**SANT LONGOWAL INSTITUTE OF ENGINEERING & TECHNOLOGY,**  
(DEEMED TO BE UNIVERSITY)  
Longowal-148106, Distt. Sangrur (Pb.)  
(SLIET Health Centre)

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**Declaration**

**(To be filled by students visiting Hostels)**

I, ....., Regn. No. ....  
S/D/W of ..... resident of ..... do  
hereby voluntarily declare that I am not coming from any containment zone and I will vacate the  
hostel room same day.

This is to certify that I came to SLIET Longowal today ..... (FN/ AN) to pick up  
my luggage from hostel.

I hereby declare that I do not have any symptom of COVID-19. Further, I declare that I have not  
visited any place covered under containment area/Buffer Zone/Red Zone for COVID-19.

I have already installed **Aarogya Setu App** and **Cova Punjab App** on my Mobile  
No.....

It is showing status as..... and .....,  
respectively.

I will strictly follow COVID-19 preventive measures as per guidelines issued by State Government  
and Govt. of India.

In case any symptom of COVID-19 is felt, I will immediately report to the SLIET Health Centre.  
(Phone Numbers 01672-253519, 253666, 253512).

Signature.....

Name.....

Department.....

Hostel No. and Room No. ....

Date:

**FOR USE BY THE SLIET HEALTH CENTRE**

Temperature checked with Infrared Thermometer and found within the prescribed limits.

At a glance no symptom of COVID-19 is observed. His/Her Aarogya Setu status and Cova Punjab  
App status, as per his/ her mobile, is..... and  
....., respectively.

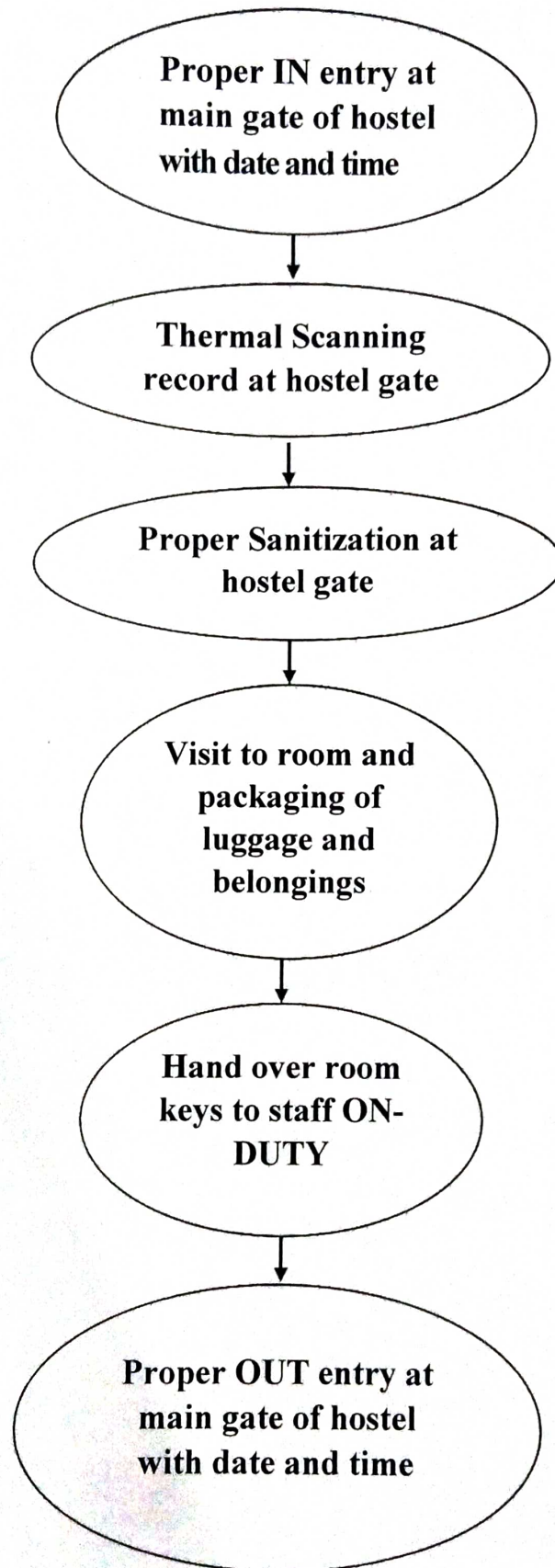
Forwarded to the concerned HOD/Section In-charge/Chief Warden for information and record  
please.

Staff Nurse  
SLIET

Medical Officer,

*On*

**THE STUDENTS MUST FOLLOW FLOW CHART DURING VISIT TO HOSTEL:**



*On*