GOVT OF ASSAM
OFFICE OF THE PRINCIPAL:: ASSAM ENGINEERING INSTITUTE
GUWAHATI-3

NOTICE

This is to inform all hostel boarders of Assam Engineering Institute that M/S Ranjit Kaushik will provide the Catering Services at all AEI Hostels with effect from 01/12/2021. The hostel boarders must follow the following Rules and Regulations:

1. Boarders will pay Rs. 2370/- (Rupees Two Thousand Three Hundred Seventy) only per month as mess dues w.e.f. 01/12/2021.
2. All newly admitted boarders must pay 3(three) months of mess dues in advance before entering the hostel.
3. Each Semester Boarders will have to pay mess dues for 6 months.
4. Hostels will open one day prior to start of a semester and will close one day after the End Semester Examinations as per DTE's Academic calendar. As per the days the hostel remains closed due to semester break, mess dues of these days will be refunded during the admission of every odd semester.
5. If a boarder takes permission from the Hostel Supdt and remains absent for a whole month of a calendar, he/she will not have to pay the Mess Dues for that month. In such cases The Hostel Supdt. is directed to inform the Principal, AEI.
6. Boarders will have to pay their Mess dues before the 10th day of every month. Otherwise he/she will have to pay a fine of Rs.10/- (Ten) for each day after the 10th day of the month till the end of the month. If a Boarder does not pay Mess Dues for a whole month, he/she will not be allowed to stay in the hostel from the subsequent month.
7. The boarders must pay mess dues directly to the Central Bank of India, Chandmari Branch. Boarders are directed to collect the Mess Dues Fee Booklet from Mrs. Swapna Rani Nath, Jr. Asstt. Office of the Principal, AEI from 01/12/2021.
8. Any outsider/guest/non-boarder is not allowed to stay or take meal in any AEI Hostel without prior permission from respective Hostel Supdt. Otherwise strict action will be taken.
9. All boarders must follow all COVID-19 related protocols in addition to wearing mask at all times.

Principal
Assam Engineering Institute
Guwahati-03

Memo No: AEI/Hostel/2021/ 3495-3500 Date: 26-11-21

Copy to for information and necessary action:

1. Institute Notice Board.
2. All Hostel Notice Boards.
3. The Chairman, Hostel Management Committee, AEI.
4. All Hostel Supdt. AEI.
5. System Admin, to upload to AEI website.
6. Mrs. Swapna Rani Nath, Jr. Asstt., AEI.
7. Office Copy.

Principal
Assam Engineering Institute
Guwahati-03