

Application for Hostel Admission Submission

1. Special Dietary Requirements Consideration for Hostel Admission Application

To,
The Warden,
(Name of Hostel),
(Name of Institution),
(Address),
(City), (Pin Code)

Subject: Special Dietary Requirements Consideration for Hostel Admission Application

Respected Sir/Madam,

I, (Your Full Name), am a newly admitted student at (Name of Institution) pursuing (Course Name and Duration). I am writing this application to bring to your attention my special dietary requirements and kindly request your consideration for the same during my stay at the hostel.

Due to certain medical conditions, I am strictly advised by my medical practitioner to follow a (Specify the type of diet, e.g. gluten-free, lactose-free, vegetarian, etc.) diet. Adhering to this diet is crucial for my overall health and well-being.

I understand that the hostel mess may not cater to individual dietary needs; however, I sincerely request you to guide me on how I can continue to maintain my special diet during my stay at the hostel. If it is possible to make an exception in preparing meals that suit my dietary needs or allowing me to make alternative arrangements, such as using the hostel kitchen to prepare my meals, I would be extremely grateful.

I hope you will understand the importance of this matter and kindly extend your support in this regard. I am enclosing the medical certificate and doctor's prescription for your reference.

Thank you for considering my application. I look forward to a favorable response from you soon.

Yours sincerely,

(Your Full Name)
(Room Number, if applicable)
(Enrollment Number or ID)
(Contact Number)
(Email Address)

2. Application for Hostel Admission with Roommate Preference Submission

To,
The Hostel Warden,
XYZ Hostel,
ABC University,
New Delhi - 110021

Subject: Application for Hostel Admission with Roommate Preference Submission

Respected Sir/Madam,

I, [Your Name], am a student of [Your Course/Program] at ABC University. I have recently been admitted to the university and would like to apply for hostel accommodation. I kindly request you to consider my application for admission to the university hostel.

In addition, I would like to submit my preference for a roommate as well. I have spoken with [Roommate's Name], who is also enrolled in the same course as mine. We both have mutually agreed to share a room in the hostel. If it is possible, I humbly request you to allocate a room for both of us together.

We believe that sharing a room will not only help us develop a sense of camaraderie but also assist each other academically, considering that we are pursuing the same course.

I understand that allotment of rooms is subject to availability and adherence to the rules and regulations of the hostel. I assure you that we will abide by all the rules and maintain decorum in the hostel premises.

I hope you will consider my application and roommate preference positively. I shall be highly obliged for your kind cooperation.

Thanking you,

Yours sincerely,

[Your Name]

[Your Course/Program]

[Your Enrollment Number]

[Your Contact Details]

3. Disability Accommodation Request for Hostel Admission Application

To,
The Warden,
(Name of the Hostel),
(Name of the Institution),
(Address),
(City),
(Date)

Subject: Disability Accommodation Request for Hostel Admission Application

Respected Sir/Madam,

I, (Your Name), am a student of (Course Name) at (Name of the Institution) and have been recently admitted to the (Year) batch. I am writing this application to kindly request for disability accommodation during my stay in the hostel, as I am a person with a (Type of Disability, e.g., physical or visual impairment).

My disability requires me to have certain accommodations in order to perform my daily activities and effectively participate in the academic curriculum. I

would like to request the following accommodations to be made for my hostel room:

1. Wheelchair-accessible room (if applicable)
2. Grab bars in the washroom and shower area (if applicable)
3. Lowered switches and controls for easy access (if applicable)
4. Any other specific accommodation as per your requirement

I understand that the hostel authorities may require necessary documentation and confirmation from my medical practitioner to verify my disability and the need for these accommodations. I have attached the relevant medical documents, assessments and recommendations from my healthcare provider for your reference.

I would be grateful if you could consider my request and provide me with the necessary accommodations to ensure a comfortable and inclusive living environment during my time at the hostel.

Thanking you in advance for your understanding and support.

Yours sincerely,

(Your Name)
(Room Number, if applicable)
(Registration Number)
(Contact Number)

4. Requesting a Scholarship in the Hostel Admission Application Process

To,
The Hostel Warden,
[Hostel Name],
[Institution Name],
[Address],
[City, Postal Code]

Subject: Request for Scholarship in Hostel Admission Application Process

Respected Sir/Madam,

I, [Your Full Name], student of [Course Name], [Department Name], am writing this application to formally request a scholarship for the hostel admission process at [Institution Name] for the academic year [Year-Year]. I have recently secured admission to the [Course Name] at your esteemed institution and have been allotted a hostel room.

I come from a financially weak background and have been trying to manage my expenses through various means, including part-time jobs and scholarships. My father is the sole breadwinner in our family and his monthly income is not sufficient to support my education and accommodation expenses. Thus, taking up a hostel room without any financial assistance would impose a significant financial burden on my family.

During my application process, I came across the scholarship opportunities for students in need of financial assistance for hostel accommodation. I believe I am eligible for such scholarships and would like to humbly request your consideration for the same. I have attached the necessary financial documents and income proof along with this application to support my claim.

It is my fervent hope that you will consider my request sympathetically and grant me the scholarship to ease my financial burden. This financial assistance will enable me to focus on my studies and strive for academic excellence without the constant worry of accommodation expenses. I am committed to making the most of this opportunity and contributing positively to the institution.

Thank you for considering my application. I look forward to your favorable response.

Yours sincerely,

[Your Full Name]

[Course and Department]

[Registration Number]

[Contact Number]

[Email Address]

5. Application for Hostel Allotment

To,
The Hostel Warden,
XYZ Hostel,
ABC University,
New Delhi - 110021

Subject: Application for Hostel Allotment

Respected Sir/Madam,

I, (Your Name), am writing this application to request the allotment of a room in the XYZ Hostel for the academic session 2021-2023. I have recently been admitted to the (Name of the Department/Course) at ABC University and am in urgent need of accommodation.

As a student coming from a distant city, (Your Hometown), it is difficult for me to commute daily to attend classes and university-related events. A place in the hostel would provide me the convenience of being on campus and would allow me to participate fully in academic and extracurricular activities.

I assure you that I will abide by all the rules and regulations set forth by the hostel administration and will maintain a peaceful and harmonious environment within the premises. I would greatly appreciate your consideration in this matter and kindly request you to allot a room at the earliest.

Thank you for your attention to my application. I look forward to a positive response from you.

Yours sincerely,

(Your Name)
(Your Department/Course)
(Your Enrollment Number)
(Contact Number)
(Email Address)