



BHARATHIDASAN UNIVERSITY, TIRUCHIRAPPALLI – 620 024

ONLINE APPLICATION SUBMISSION FOR HOSTEL ADMISSION

**INSTRUCTIONS TO CANDIDATES**

**I. Registration / New User Creation Process**

The candidate has to click the [New Registration / Sign Up](#) link and has to provide the following information asked in the form.

1	Programme Name (PG / PhD – MPhil) - Select from the given options
2	Roll No. / Reg. No. / PhD Enrol. No. / Application No. (If Roll No. is not yet assigned, the application number generated during the time of admission can be submitted)
3	Candidate's Name (Name followed by Initials - Example : KUMAR S)
4	Date of Birth (dd/mm/yyyy – Example : 01/01/2000)
5	Mobile Number (10 digits)
6	Valid E-mail Address (This is the candidate's User Name for login to the Portal)
7	Create a Password & Confirm the Password

**II. Login / Sign Into the BDU Hostel Portal**

- ✓ After Registration, the Candidate has to login to the portal using the [Log in / Sign In](#) Link given at the top.
- ✓ The candidate can sign in to the portal using the Email ID / User Name&Password created / submitted during the Registration Process.
- ✓ Then the candidate has to click the 'apply/renew' link and fill the 'Hostel Admission Application Form'.
- ✓ The candidate can update the basic his/her basic information by clicking on the '[Update](#)' button given in the '[Basic Profile](#)' page. But this can be done only before submitting the Hostel admission application.

### III. Filling up of the Hostel Application Form

The following details need to be provided to complete the application submission process. Please make sure that the correct information is provided in the form as the form can be modified after submission. For making any corrections, you have to contact the officials in the Hostel Office once the form is submitted. So fill the form carefully.

1. Application Category
  - Fresh / Renewal
2. Personal Information
  - Passport Size Photograph
  - jpg Format, Width X Height = 150 x 200 pixels, Max. Size: 100 Kb
3. Academic Information
  - Programme, Subject, Department, Duration, Present Year of Study
4. Parent Guardian Information
  - Name, Contact Details, Annual Income, Occupation
5. Address and General Information
  - Country, State, City, Postal Code, Religion, Community
6. Scholarship / Fellowship Information
  - Amount, Fellowship, Mode of Payment, Duration
7. Hosteler Information
  - Room No, Hostel Name, etc (Only if the applicant has been aBDU hosteler before)
8. Address Proof and Disability Information

Address Proof (AADHAR, Driving License, Passport, Ration Card, Voter ID)  
PDF format and max size is 10 MB
9. Declaration and Candidate's Account Details
  - Name of the bank where candidate has an account
  - A/c. Number
  - IFSC Code

**The filled-up applications have to be printed and submitted to the Central Hostel Office.**