

NATIONAL INSTITUTE OF TECHNOLOGY CALICUT  
Engineering Unit Office

Engg/E1/191/Circular/2019

12.11.2020

**CIRCULAR**

Following apartments of this Institute are vacant. The **Research Scholars** who are in need of a **change of accommodation** are requested to apply in the prescribed format attached along with this circular, either to send to [divisionalaccountant@nitc.ac.in](mailto:divisionalaccountant@nitc.ac.in) or submit it in Engineering Unit Office on or before **04.00 pm** on **17.11.2020**.

*Please note that those who are in waiting list need not apply based on this circular.*

**FE Apartment : FE 01, FE 09, FE 03**

**FF Apartment : FF 08, FF 17, FF 12**

Criteria for the allotment are follows.

- Preference will be given to the existing occupants who are in need of a change and completed one year in the present accommodation. If there are no applicants for said apartment for a change, then the apartment will be offered to the senior most applicants in the existing waiting list.
  
- **If the allottee is not accepting the offer within the stipulated time, he/she will lose the chance and such persons will be considered afresh in the prevailing waiting list.**
  
- **Change of accommodation will be considered only after one year from the date of allotment of the first occasion and is limited to two times in the whole period of the research period.**

*Sd/-*

**Superintending Engineer (I/c)**

To

All Heads of Departments/Schools with a request for circulation among Research Scholars.

Copy to :

Chairperson, Campus Accommodation Allotment Committee

Webmaster: for publishing in the website

PA to Director: for kind information of Director

All Asst. Engineers

**Engineering Unit Office**

**NATIONAL INSTITUTE OF TECHNOLOGY CALICUT**

**APPLICATION FOR CHANGE OF ACCOMMODATION**

**(For Research Scholars)**

Name	:	
Department	:	
Roll No.	:	
Date of joining	:	
Mobile No	:	
Email Address	:	
Preferences	(1)	(2) (3)
	(4)	(5) (6)
Date of allotment of present apartment	:	
Present Quarters/Apartment Number	:	
Signature of Applicant	:	
Recommendation of the Guide/HOD	:	
Date	:	

**NB: Please note that Institute is providing accommodation only to Married and Full Time Research Scholars.**

**Vacant list**

FE Apartment : FE 01, FE 09, FE 03

FF Apartment : FF 08, FF 17, FF 12