



# TRANSPORT FACILITIES APPLICATION FORM

(ACADEMIC YEAR 2023 – 24)

**Transportation facility once opted is applicable for one full academic year & can not be cancelled in between, irrespective of usage of the facility.**

Recent passport  
size colour photograph  
(with Blue /  
White Background )

DATE OF SUBMISSION \_\_\_\_\_

## FILL IN CAPITAL LETTERS ONLY

(THIS FORM SHOULD ONLY BE FILLED UP BY APPLICANTS APPLYING TO AVAIL TRANSPORT FACILITY AFTER CHECKING THE ROUTE AND LOCATION)

## STUDENT DETAILS

Student Name :

Father's/Guardian's Name :

Course :

Admission Form No / Enrollment No. :  Year : 1<sup>st</sup> ☐ 2<sup>nd</sup> ☐ 3<sup>rd</sup> ☐ 4<sup>th</sup> ☐

Address : ( As per AADHAR Card )

Pin Code :

Mobile No. :  WhatsApp no. :

E-Mail ID :

## TRANSPORTATION DETAILS

Route No. :  Preferred Boarding Pt 1  Preferred Boarding Pt 2

Date :

Sincerely,

(Signature of the Student)

## FOR OFFICE USE ONLY

(To be filled by University Official)

DATE OF SUBMISSION \_\_\_\_\_

Transportation facility ones opted is applicable for one full academic year & can not be cancelled in between, irrespective of usage of the facility.

Student Name :

Transportation opted for the year : \_\_\_\_\_

Admission Form No / Enrollment No. :

Type of Transport : Non-Gamharia ☐ Gamharia ☐ Transportation Fees Applicable :

Transportation Request Approved : Yes ☐ No ☐ Route No. :  Preferred Boarding Point

Remarks if any

Name of University Official

Recent passport  
size colour photograph  
(with Blue /  
White Background )

Signature

# DECLARATION CUM UNDERTAKING FOR TRANSPORT FACILITY

Student Name :			
Enrollment No.:			
Course :		Batch :	

Fees Applicable :	<input type="checkbox"/>	<b>Rs.18000/- For August 2023 – June 2024 (Non Gamharia)</b> Rs 9000/- along with transport application form, Remaining amount Rs 9000 need to be paid along with 2nd semester fees,
	<input type="checkbox"/>	<b>Rs.12000/- For August 2023 – June 2024 (Gamharia)</b> Rs 6000/- along with transport application form, Remaining amount Rs 6000 need to be paid along with 2nd semester fees,

\* With reference to the notice no AJU/R/596 dated July 27th 2023 hereby understand and agree to opt for transport facility for the month i.e August 2023 to June 2024.

\_\_\_\_\_  
Student Signature

Date : \_\_\_\_ / \_\_\_\_ / \_\_\_\_

## BUS ROUTE

ROUTE 1 <input type="checkbox"/>
Sonari (Sai Mandir Chowk)
Sonari Nurse Quater
Sonari Kagal Nagar
Kadma Uliyan Bramhanand
Kadma Market
Kadma Ganesh Ground
Kadma Police Station
Hotel Sonnet
Tanishq (Bistupur)
Womens College
Shere – Punjab Chowk
Gamaharia Campus

ROUTE 2 <input type="checkbox"/>
Govindpur (Anna Chowk)
Hudco
plaza
millennium park
goldy store (Birsanagar)
Suraj Petrol Pump / LFS
Telco Stadium
Hill Top School
Telco Club
Telco Labour Bureau
Tinplate Chowk
Golmuri Chowk
R.D Tata Square
Sakchi Gurudwara
R.D Tata Square
Burmamines (Jamipol)
Station
Tata Pigment
Jugsalai Phatak
Voltas Building
Shere – Punjab Chowk
Gamaharia Campus

ROUTE 3 <input type="checkbox"/>
New Baridih Chowk (Petrol Pump)
Sidhgora (Food Plaza)
Agrico Chowk
Bhalubasa Old Hanuman Mandir
Sakchi Sitla Mandir
Sakchi (D.M Library)
Dhatkidih City Office
Kadma Ganesh Ground
Kadma Police Station
Hotel Sonnet
Bistupur Police Station
Women's College
Shere – Punjab Chowk
Gamaharia Lal Building
Gamaharia Campus

ROUTE 4 <input type="checkbox"/>
R.D Tata Square
Burmamines (Jamipol)
Station
Tata Pigment
Jugsalai Phatak
Voltas Building
Shere – Punjab Chowk
Gamaharia Campus

ROUTE 5 <input type="checkbox"/>
Hostel Adityapur
Adityapur Reliance Fresh
Akashwani Chowk
S Type Chowk
NIT Chowk
Gamaharia Lal Building
Gamaharia Campus

ROUTE 6 <input type="checkbox"/>
Mango Dimna Chowk
Mango Chowk (Brijbasi)
Sakchi D M Library
City Office Dhatkidih
Kadma Ganesh Ground
Kadma Police Station
Hotel Sonnet
Bistupur Police Station
Voltas Building
Gamaharia Campus

\_\_\_\_\_  
(Signature of the Student)

# UNDERTAKING

- To avail the transport facility, it is compulsory to fill separate transport application form. For enquiry, contact admission office at Dhatkidih / Campus.
- Transportation facility once opted is applicable for one full academic year & cannot be cancelled in between, irrespective of usage of the facility.
- Once transportation facility opted, students are liable to pay full fees of transportation for one academic year, irrespective of usage of facility or due to late enrollment for transportation facility, for whatever may be the reason.
- Schedule of payment of transportation fees is same as schedule of semester fees payment. In case of late payment, same fine will be applicable as it is for semester fees payment.
- There will be no separate notice / reminder will be given for payment of transportation fees. Notice regarding payment of semester fees should also be considered as notice for payment of transportation fees.

- 1 University transport is not mandatory and only those students who agree to abide by the transport rules of the university are advised to use the university transport.
- 2 University may provide transport facility, as its own or through other arrangement, as deem fit
- 3 Transportation facility cannot be claimed as a matter of right.
- 4 The students who want to use the university transport should submit transport request form along with a photo at the beginning of every academic year, as per the time line given by university authorities.
- 5 One academic year for transportation is considered as from beginning of odd semester (Sem 1, 3, 5 or, 7) to the end of semester end exam of even semester (Sem 2, 4, 6 or 8) or 11 months whichever is earlier, after which transport facility if opted will be expired and to continue the same, students have to reapply as per the schedule announced by University
- 6 Its mandatory to carry the transport identity card all the time while being in the transport vehicle and shall be liable to produce the same as and when the concerned authorities asked for.
- 7 The boarding / dropping point should be given clearly in the requisition form. The students should not change the boarding / dropping point, or routes without proper permission.
- 8 By opting to avail the university transport facility, student agree to pay the fees for entire year. The transport fee should be paid as per the schedule given by the university and the fee once paid will not be refunded under any circumstances.
- 9 Payment of by-annual fees (Semester wise) is for the convenience of students; hence it is not permissible to discontinue the bus service during the year. Once you opt for bus service, you also agree to pay the entire fees for the year (as decided by management) as per schedule irrespective of whether service was availed by you or not. No reminder notice will be issued during the next semester regarding the transport pending fee.
- 10 I understand that the transport fees for the academic year 2023-2024, is as follows as per notice no AJU/R/596 dated July 27th 2023 .
  - a Non – Gamharia - Rs18,000/- per year (for those who are boarding bus from any location except Gamharia) Fee can be paid Semester wise (Odd Semester – Rs.9000/- and Even Semester 9000/-)
  - b Gamharia – Rs12000/-per year (for those who are boarding bus from Gamharia) Fee can be paid Semester wise (Odd Semester –Rs 6000/-and even semester 6000/-).
- 11 The transport charges will be notified every year at least 2 months in advance and transportation fees is subject to condition prevailing at the time of decision.
- 12 The students travelling in the university bus should occupy the seats as per availability and should not create any disturbance to other students and staff.
- 13 Strict discipline should be maintained inside the university bus. All rules and regulation of discipline applicable for the university campus is also applicable while travelling in the bus.
- 14 All the students/parents are expected to be aware of the transport rules of the university and ignorance of the same will not be an excuse for any dispute/ claim.

- 15 Students are expected to carry the transport ID card while travelling.
- 16 University reserves the right and has the full authority for the inspection of the transport vehicle or any of student's personal belongings during transition otherwise in or outside the university at anytime transport charges /fee for the industrial visits, tours, bridge courses, workshops, practical, training, placement visits or for visiting such other place / events as may have specified by the university from time to time, in addition to the transport fee for the academic sessions(s).
- 17 During random inspection, if a student, who has not availed transport facility is caught travelling in the bus, he will be asked to submit the transport fees for the entire year.
- 18 University shall not be liable for any damage, loss, accident and / or mishappening caused to me while being in the transport vehicle or otherwise.
- 19 Student shall be liable to pay for any damage caused by him to the transport vehicle or provisions therein either alone or jointly with others and shall also subject to face disciplinary action(s) as decided by the university. In that case, transport facility may be stopped and he may be rusticated from the university.
- 20 In case of any dispute, the decision of the management will be final and binding on the student.
- 21 The university can change, after, amend any of the above rules at any point of time and it will be binding on the student.

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*Date*

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*Signature of Applicant*

## **DECLARATION**

I have read and understood all the above rules and regulations. I agree to abide by the rules and regulations mentioned above. I also understand that once I opt for transport facility, I have to pay transport fees for the entire year irrespective of usage of service. I also understand that I have to submit a fresh application at the beginning of each academic year to continue to avail the transport facility

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**Date**

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**Name**

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**Signature**

# UNDERTAKING

- To avail the transport facility, it is compulsory to fill separate transport application form. for enquiry, contact admission office at Dhatkidih / Campus.
- Transportation facility once opted is applicable for one full academic year & cannot be cancelled in between, irrespective of usage of the facility.
- Once transportation facility opted, students are liable to pay full fees of transportation for one academic year, irrespective of usage of facility or due to late enrollment for transportation facility, for whatever may be the reason.
- Schedule of payment of transportation fees is same as schedule of semester fees payment. In case of late payment, same fine will be applicable as it is for semester fees payment.
- There will be no separate notice / reminder will be given for payment of transportation fees. Notice regarding payment of semester fees should also be considered as notice for payment of transportation fees.

I, the undersigned hereby solemnly affirm and declare that:

1. I will govern by and adhere to the provisions of the Act, Statutes, Regulation, Rules, Orders, Instruction, Guidelines, Code of conduct, Policies, Directions, Standing orders etc. (here after jointly referred to as " Rules and Regulations ") that may be in force or applicable or are framed from time to time by the ARKA JAIN University (here in after referred to as "AJU" or "University" and shall also include its constituent / affiliate Institution(s), sponsoring body, associate (s), sister concern (s) and other units, as applicable); whether by specific order in writing or otherwise.
2. I understand that the university may provide me transport facility, as its own or through other arrangement, as deem fit.
3. I agree that I shall not been titled to claim this facility as a matter of right.
4. I agree that I shall board the transport vehicle from the assigned boarding point / Location only.
5. I understand that the university has the full authority for the inspection of the transport vehicle or any of my personal belongings during transition other wise in or out side the university at anytime.
6. I understand that transport vehicle allotted and various provisions and facilities in the vehicle may vary and change from time to time, as decided by the university.
7. I agree that I shall carry the transport identity card all the time while being in the transport vehicle and shall be liable to produce the same as and when he concerned authorities as for.
8. I agree that the university shall not be liable for any damage, loss, accident and / or mishappening caused to me while being in the transport vehicle or other wise.
9. I understand and agree that I shall be liable to pay the transport charges /fee for the industrial visits, tours, bridge courses, workshops, practical, training, placement visits or for visiting such other place / events as may have specified by the university from time to time, in addition to the transport fee for the academic sessions(s).
10. I understand that the transport fees for the academic year 2023-2024, is as follows as per notice no AJU/R/596 dated July 27th 2023 .
  - a Non – Gamharia – Rs. 18,000/- per year (for those who are boarding bus from any location except Gamharia) Fee can be paid Semester wise (Odd Semester – Rs. 9000/- and Even Semester 9000/-)
  - b Gamharia – Rs. 12000/-per year (for those who are boarding bus from Gamharia) Fee can be paid Semester wise (Odd Semester –Rs. 6000/-and even semester 6000/-).
11. I understand and agree that the transport fee and related charges are subject to revision from time to time as decided by the university.
12. One academic year for transportation is considered as from beginning of odd semester (Sem 1, 3, 5 or, 7) to the end of semester end exam of even semester (Sem 2, 4, 6 or 8) or 11 months whichever is earlier, after which transport facility if opted will be expired and to continue the same, students have to reapply as per the schedule announced by University.
13. I shall be liable to pay for any damage caused by me to the transport vehicle or provisions therein either alone or jointly with others and shall also subject to face disciplinary action(s) as decided by the university. In that case my transport facility may be stopped and I may be rusticated from the university which I shall accept.
14. I understand and agree that the university reserves the right to frame, amend, revoke, repeal and enforce the Rules and Regulation, as and when deem fit and it shall be my responsibility to keep myself well versed and updated with Rules and Regulation applicable from time to time; the university shall not be responsible for in forming me separately in any manner.

\_\_\_\_\_  
SIGNATURE OF PARENT / LEGAL GUARDIAN  
(Optional)

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SIGNATURE OF APPLICANT

# TRANSPORTATION RULES AND REGULATIONS

1. University transport is not mandatory and only those students who agree to abide by the transport rules of the university are advised to use the university transport.
2. The students who want to use the university transport should submit transport request form along with a photo at the beginning of every academic year, as per the time line given by university authorities.
3. The boarding / dropping point should be given clearly in the requisition form.
4. Payment of by-annual fees (Semester wise) is for the convenience of students; hence it is not permissible to discontinue the bus service during the year. Once you opt for bus service, you also agree to pay the entire fees for the year (as decided by management) as per schedule irrespective of whether service was availed by you or not.
5. The transport charges will be notified every year at least 2 months in advance and is subject to condition prevailing at the time of decision.
6. The students should not change the boarding / dropping point, or routes without proper permission.
7. The students travelling in the university bus should occupy the seats as per availability and should not create any disturbance to other students and staff.
8. Strict discipline should be maintained inside the university bus. All rules and regulation of discipline applicable for the university campus is also applicable while travelling in the bus.
9. All the students/parents are expected to be aware of the transport rules of the university and ignorance of the same will not be an excuse for any dispute/ claim.
10. Students are expected to carry the transport ID card while travelling.
11. During random inspection, if a student, who has not availed transport facility is caught travelling in the bus, he will be asked to submit the transport fees for the entire year.
12. In case of any dispute, the decision of the management will be final and binding on the student.
13. The university can change, after, amend any of the above rules at any point of time and it will be binding on the student.

## DECLARATION

I have read and understood all the above rules and regulations. I agree to abide by the rules and regulations mentioned above. I also understand that once I opt for transport facility, I have to pay transport fees for the entire year irrespective of usage of service. I also understand that I have to submit a fresh application at the beginning of each academic year to continue to avail the transport facility

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**Date**

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**Name**

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**Signature**



**NOTICE****Regarding Availing Transport Facility (Optional) for First Year Students, Batch 2023.**

**With reference to the notice bearing the notice number AJU/R/591 issued on date July 12, 2023 with regard to the above subject line; the following information is to be considered:**

This is to inform all the first-year students interested in opting for the transport facility that they may obtain the transport application form from the Admission Office at Dhatkidih or from Registrar Office at Campus or can download the same from the University website (Forms & Format Section under Academics) Form name- **“Transport Application Form for 1<sup>st</sup> Year Students Batch 2023”**.

1. Transport facility will be made available from the month when the classes start.
2. Transport Fees for the academic year 2023 (from Commencement of classes till June 2024) will be ₹18,000/- for all students boarding from non-Gamharia location and ₹12,000/- for the students boarding from Gamharia location.
3. Transport facility is optional and not compulsory.
4. Students who are willing to opt for transportation facility can download the form from the website, that is, [www.arkajainuniversity.ac.in](http://www.arkajainuniversity.ac.in) following the path Academic ----- Forms/Format----- **Transport Application Form for 1<sup>st</sup> year Students Batch 2023**. Or can also collect the same from admission office at Dhatkidih or University campus.
5. **Last date of submission of transportation form along with the requisite fee is hereby extended up to 10<sup>th</sup> August, 2023.**
6. Transport facility is valid only for this session (From day of commencement of classes –Till June 2024). For every ensuing year, students need to apply afresh.
7. Students should carry one passport size photograph with themselves (mandatory).
8. Students are instructed to submit their filled-in transport application form with transport fees of ₹ 9000/- for non-Gamharia location and ₹ 6000/- for Gamharia location (for the present semester) either at admission office in Dhatkidih or University campus. The same amount will be paid towards transportation before the start of next semester.
9. Please note that payment of transportation fees can be done only on fees counter of admission office at Dhatkidih or University campus.
10. Transport facility, once opted for, is applicable for the full academic year and cannot be cancelled in between, irrespective of the usage of the facility.
11. The transport id card will be issued to the student during their respective induction and orientation program.
12. There will be no refund in case of a government order to stop the transport service due to COVID-19
13. No separate reminder notice will be issued during the next semester regarding the payment of transport fee.

**Note: - It is mandatory for each student to carry their respective transport fee receipts from day one of beginning of service without which no student will be permitted to avail the transport facility. Carrying of the transport id card, once issued, all the time is compulsory while availing the transport facility.**

ARKA JAIN University has collaborated with FINANCEPEER, a leading finance platform, which can finance fees at zero percent charge. One can pay the lender in 6 EMIs. In this regard, meet Ms. Rashmi Kumari at the admission office in Dhatkidih or call 9523356746.

For any transport-related query, contact Ms Sushma on 0657-2312005.

Copy to:

1. PS to Vice Chancellor
2. PS to Director
3. Director Campus /DSW
4. Finance Officer
5. Deans/PCs of the Department
6. All Concerned Officers

By the Order of the Vice Chancellor

