

# BENUE STATE UNIVERSITY, MAKURDI

CENTRE FOR FOOD TECHNOLOGY AND RESEARCH



## APPLICATION FORM FOR HOSTEL ACCOMMODATION

SESSION:.....

Name:.....  
(Surname) (Other Names in full)

Student Registration Number:.....

Date of Birth:.....

Sex:.....Religion:.....

Nationality:..... State of Origin:..... L.G.A:.....

Faculty:..... Department:.....

Course:..... Level:.....

Amount Paid: (Attach photocopy of receipt).....

Name and Address of Sponsor (if any).....

Name of Next of kin:..... Phone No:.....

Address of next of kin:.....

Room Number:.....

Checked in by:.....

Personal Code No:.....

Hall Admin's Signature:.....

Student Affair Officer's Signature:.....

CEFTER Secretary's Signature:.....

.....

**Signature of Student/Date**

### NB:

1. All allottees must be dully checked in the hostel within three days of allocation, also ensure that you attach evidence of current registration.
2. Sal of allocated accommodation is prohibited, both the buyer and the seller are liable to very severe disciplinary measures

Affix recent  
passport  
photograph

**BENUE STATE UNIVERSITY, MAKURDI**  
*CENTRE FOR FOOD TECHNOLOGY AND RESEARCH,*

**HOSTEL ADMISSION FORM/REGULATIONS**



NOTE: Please read the guidelines given below for filing and submission of form

**1. STUDENT'S DATA:**

Name: ----- Gender: -----  
School:----- Course:-----  
Semester:----- Date of Birth:-----  
Cell Phone No: ----- District:-----  
E-mail:----- Residence No:-----

Permanent Address:

Postal Address:

**2. PARENTS' DATA:**

Guardian Name: -----  
OCCUPATION: -----  
Cell Phone No: ----- Residence phone No:

**3. MEDICAL RECORD:**

- a. Are you having any medical problem? Yes/No
- b. If yes, specify the disease you are suffering from -----
- c. Any medicine being used regularly. -----
- d. Are you a smoker? Yes/No -----

**4. RELATIVES/VISITORS:**

- a. All visitors must be registered at the accommodation office.
- b. Residents are responsible for ensuring that their visitors comply with these Residences Regulations at all times within the Residences or on University property and these regulations apply to residents, visitors and guests.
- c. For safety reasons, only the authorized resident is permitted to reside overnight in the allocated bedroom, unless arrangements have been made in advance with the Residences Office.
- d. A resident wishing to provide accommodation for an overnight guest may hire an overnight bed from the Residences Office for which there will be a charge. This charge is payable at the time of hire and the maximum duration of hire and stay by guests is three nights except if there is a prior agreement with the residences Office in exceptional circumstances. This must be returned promptly at the end of the agreed hire period.

**5. NOISE/NUISANCE:**

- a. Every resident must show consideration to other residents at all times. Residents must not cause a nuisance of any kind to other occupants of their residence or to others living on campus or those living in private properties adjacent to the campus.

- b. There must be no noise in residences which would disturb others between 11.00pm and 7.00am. This includes animated discussions, slamming doors and shouting etc. Loud music should not be played at any time not should any other form of disturbance be caused at any time.
- c. Musical instruments must not be played loudly in the residences.
- d. Mixing decks and/or professional sound systems and equipment must not be kept or used in the Residences.
- e. Parties or gatherings are not permitted in and around the residences. These should be held on Student Union premises, with their advanced permission.
- f. The playing of ball games in or around the residential buildings is not permitted.
- g. Residents are not allowed to keep animals or pets in the residences except animals, which are for the aid of a disabled person and these must be registered with the Residences Officer.
- h. Fights are not permitted in or around residential buildings.
- i. Residents must co-operate if asked by another resident to make less noise.
- j. All forms of wall painting and stickers are prohibited.
- k. All forms of business and trading activities are prohibited.

6. **DAMAGE/LOSS:**

- a. Residents will be required to pay for the full cost of repairing damage to their accommodation/residences or University property and for repairing or replacing damaged or missing contents unless (in the reasonable opinion of the Residences Management), damage does not exceed fair wear and tear or is caused by an insured risk. An administration fee of N1,000 per person will be made in addition to the costs of paying for repair/replacement and any fine resulting from disciplinary action.
- b. Willful damage to and vandalism of University property and the property of others will be considered seriously and the offender will be required to pay for any damage caused in addition to any other disciplinary action which may be taken by the University or the authorities.

7. **ALCOHOL/DRUGS:**

**Alcohol**

- a. Many incidents involving noise or violence in residences are alcohol-related. If residents wish, they may enjoy alcohol, socially, but should avoid the levels of over-indulgence that so often lead to problems. Students should remember that alcohol is a drug and alcohol abuse can lead to dependency, with serious consequences for health, academic work and personal finances. Any resident who feels they are becoming dependent on alcohol should seek help and advice from the various student welfare support agencies on campus or from any other appropriate source.
- b. Residents whose behavior is disruptive or dangerous to others as a result of alcohol abuse will be subject to disciplinary action and the matter may be referred to the police where appropriate.
- c. Being under the influence of alcohol will not be treated as a mitigating circumstance where a resident is in breach of the Residences Regulations.

**Drugs**

- a. By law, the University must not permit the use of illegal drugs on its premises. The University will treat solvent or other substance abuse and the use of controlled substances as if it were illegal drugs use.
- b. Anyone caught by the University using or in any way associated with illegal or controlled substances will be dealt with in accordance with procedures agreed with the police. This includes confiscating any illegal or controlled substances and associated items, reporting the matter to the police and if that person is a resident or a resident's visitor the University will terminate the resident's License Agreement. This is in addition to any action, which may be taken by the police.
- c. Where someone is reported to the University for using or being in any way associated with illegal drugs, the University will promptly investigate the facts and if there appears to be a case to answer will report the matter to the police. If the person reported is a resident the University may terminate their License Agreement, if it is reasonable to do so in the circumstances. If you feel you are having problems with drugs, or have encountered such illegal activities, or are concerned about what to do, you should report to your Residences Office, or any other appropriate source.

**UNDERTAKING BY THE STUDENT**

The above-mentioned information is correct to the best of my knowledge and I shall be responsible and answerable for any wrong information.

Signature of Parents/Guardian: -----Signature of Student: -----

Date:-----