

Photo

Conveyance Application Form

(Students)

Department..... Semester..... Date.....

Name Of the Student:	
Name of the Guardian:	
Admission No:	
Gender:	
Preferred Bus stop:	
Blood Group:	
Mobile No of the Student:	
Mobile No of Guardian:	
Signature of Faculty advisor (Not required for first semester students):	

Ihave read the instructions from
<http://mgmits.ac.in/infrastructure/conveyance/> and will truly abide by the rules and regulations of the college.

Signature of the Student..... Signature of the Guardian.....

Office

Allotted Bus No..... Bus Stop..... A/C (Receipt No & sign).....

Date with effect from..... Amount.....Rs.

Signature of the College Bus Convener..... Head of Institution.....

Instructions

- **Ragging** inside the college bus is strictly prohibited.
 - Students should **wear ID card marked with 'B'** and hold a valid travel pass.
 - Students are **supposed to show their bus pass** whenever asked by any faculty.
 - College bus facility **cannot be cancelled during an active semester** (six months).
 - College bus facility **is available only on regular working days**.
 - **No college bus is provided for any special class** conducted by the faculty unless specified by the Head of Institution.
 - For discontinuing the bus facility, students **should fill Conveyance Cancellation Form** and submit the ID card (with 'B') to the staff in charge and get a new card.
 - Any sort of **misbehavior in the college bus is bound to face disciplinary action**.
 - Students are supposed to **obey the instructions from the faculty members**.
 - Parents/students are strictly **not allowed to block any college bus or manhandle drivers**; in case of any grievance kindly report to college authorities.
 - College bus **does not wait for any student/staff** unless it arrives before the expected time.
 - Students have to **remit bus fees three months prior to the start of a concerned semester**.
 - College **bus fees are paid for three months** at a time from the beginning of semester. No fine is charged for the first fifteen days of three months; an additional amount per month will be charged as a penalty for violation of the former regulation here.
 - **Unauthorized entry into the college bus will be penalized.**
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