

# NATIONAL INSTITUTE OF TECHNOLOGY CALICUT HOSTELS

C12/1541/CW/NITCH/2021

10.08.2023

## NOTICE

Sub: Detailed instructions for reporting to hostel (B23 & M23)

### **A. How to pay Hostel Fees and get your Hostel Room allotted**

**Please read the instructions carefully.  
Some options, if selected, cannot be changed later.**

#### **1. Download and install NITC Hostels App**

The App can be downloaded from:

For Android (Play Store)

[https://play.google.com/store/apps/details?id=com.aliasgeorge.nitc\\_hostels](https://play.google.com/store/apps/details?id=com.aliasgeorge.nitc_hostels)

For iOS (Apple Store)

<https://testflight.apple.com/join/qmwbeFSh>

#### **2. Login using nitc email id and password**

#### **3. Complete the profile section**

Fill in all the details carefully and correctly, including the contact numbers and email ids.

#### **Important:**

##### **Admission category:**

Kerala born SC/ST students (applicable **ONLY for UG students**) have a different fees structure. Such students must apply to concerned authorities for financial support through Eggtanz scholarship.

All others (general, other state, PG, PhD, DASA, etc.) must pay full fees.

##### **MRM/MRF category:**

Medical Reason (Male)/Medical Reason (Female) category is provided for students with severe physical disabilities. A few rooms in ground floor are reserved for them. If you choose this option, the room will be allotted manually when you report to campus only. Choose this option **ONLY if you have severe disability** and have the relevant certificates. You cannot take part in automated room allotment process, if you choose this option.

#### **4. Click on Fees report**

To see the fees applicable to your selected category.

Rs. 22,000/- for Kerala SC/ST UG students and Rs. 55,000/- for All Others

#### **5. Fees Payment**

There are two ways to make the Hostel Fee payment.

Using **VAN account** to deposit money to your unique account held at Canara Bank

Using **Billdesk PG (PG means Payment Gateway)** (Avoid NEFT/RTGS through Billdesk PG, as there is two to three days delay in receipt of payment)

You will receive confirmation on successful completion of the fee payment process.

**Important:** Please read the detailed instructions given at the end of this document for fees payment. **DO NOT use Wallet Recharge option to pay fees.**

#### **6. Room allotment**

Click **Room Allotment** button on the dashboard and then click on **Get my room** icon and get your room allotted automatically.

In case of any technical issues, please mail to:

support-hostels@nitc.ac.in

For other queries, you may contact:

chiefwarden@nitc.ac.in or hostel@nitc.ac.in

**Please read the detailed instructions on payment module before proceeding.**

#### **B. Documents to be produced while reporting to Hostel**

1. Institute Admission Record (2 copies)
2. Hostel Fee Receipt (2 copies)
3. Aadhaar Card (2 copies)
4. Passport size photograph (2 copies)

**Chief Warden**

## FAQs

Q: Can I get hostel admission without paying Admission fee?

A: No. It is mandatory to pay Hostel Admission Fee and complete the room allotment process through NITC Hostels App before you report for admission.

Q: Can I pay by cash/through SB Collect etc.?

A: No. Cash transactions are not possible. Payments must be made through NITC Hostels App only. Use only Billdesk PG (Payment Gateway) or VAN account number to pay the fees.

Q: I paid the fees through the NITC Hostels App, but the 'fees paid status' is not updated even after one hour.

A: Please mail from nitc email id to support-hostels@nitc.ac.in with relevant details and screenshots.

Q: Will parents be permitted inside Hostels?

A: It is strongly recommended that only one person accompanies the student. Parents will be allowed only up to designated areas in the Hostel premises. They will not be permitted to visit the hostel rooms.

Q: What is the type of accommodation being provided?

A: For B23 Boys: Quadruple occupancy  
For B23 Girls: Quadruple occupancy

For M23 Boys: Quadruple occupancy

For M23 Girls: Double occupancy

Q: What to do if I arrive before/after the reporting time?

A: Students arriving before/after the stipulated time will be directed to the concerned hostels from the Security gate. Students can present the documents to the respective caretakers/attenders in the hostels to get temporary accommodation. Report to Aryabhata Hall next day morning to complete the admission procedure.

Q: Can I choose my room mates?

A: No. Room allotment is fully automated and random.

Q: Do you provide bed and pillow? What items should I bring?

A: The following items can be purchased through the Co-operative Store counter available inside the hostels/in hostel premises. Hence you need not bring these items:

Bed, Pillow, Buckets, Mugs, Books/pens/pencil/all stationery items, Extension cables, etc.

Q: Can I use electric kettle in room?

A: Students will not be permitted to use electrical appliances such as, but not limited to, electric kettles, electric iron, induction stoves, high wattage speaker, electric cycles, etc.

Q: Whether there is laundry facility?

A: There is a power laundry in the hostel. There are other facilities like salon, tailoring shop, photocopying centre, etc., in the hostel zone.

Q: Whether there is a vegetarian mess option?

A: All messes serve vegetarian food also.

# PAYMENT MODULE NITC HOSTELS APP

Dear All,

Here is a simplified guide for making payments through the NITC Hostels App:

1. To view your mess dues, go to the Fees Report section of the app.

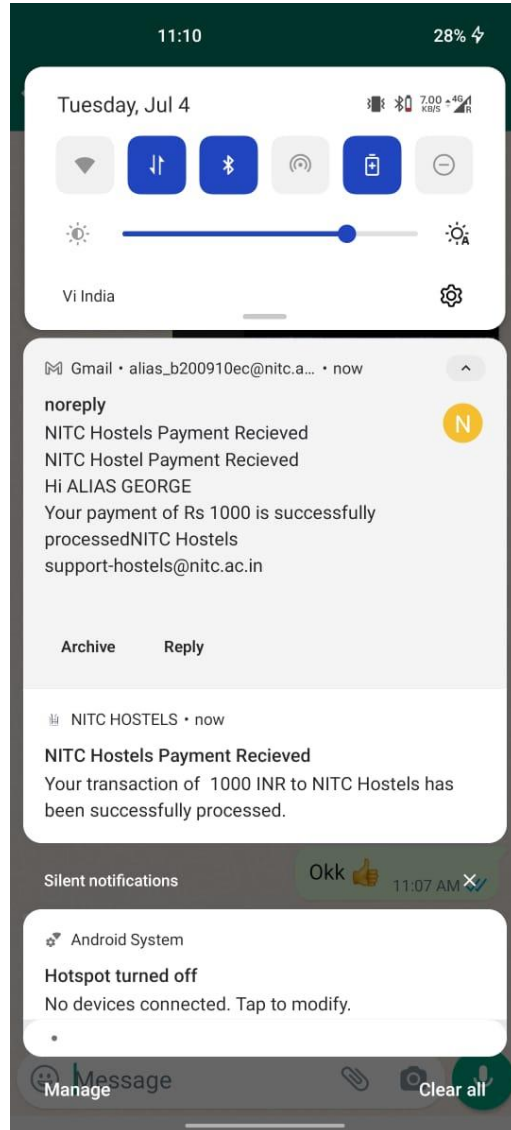
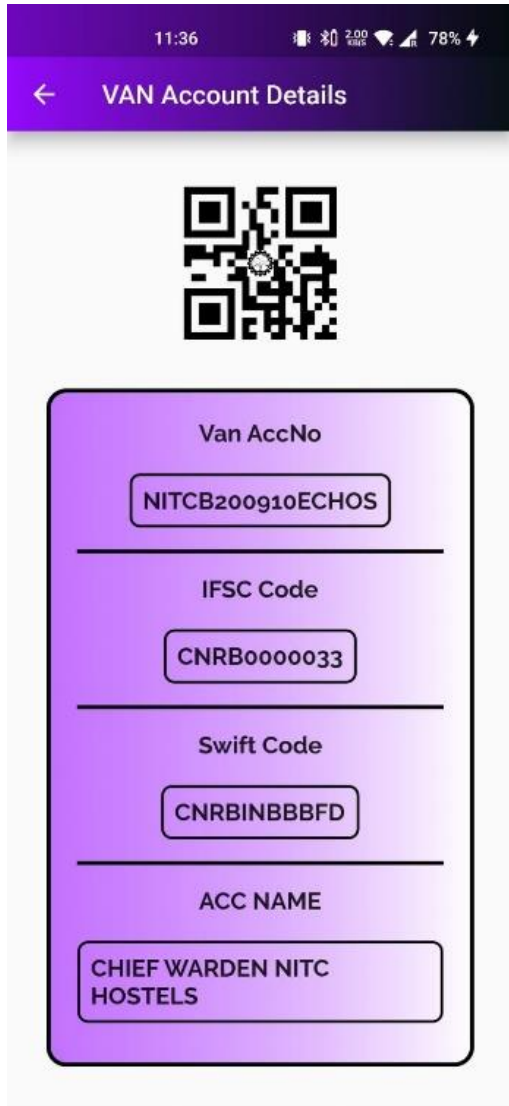
**2. There are two ways to make payments: using Virtual Account Number (VAN) details and the Bill Desk payment gateway.**

## VAN (VIRTUAL ACCOUNT NUMBER):

- Each student is assigned a unique VAN (Van Account Number) for payment purposes. To generate your VAN number, go to the VAN Account section on the app's Home Page. Please note that VAN account creation is available between 6 AM and 8 PM next day. After creating Van you can do the transaction between any time. For creation only the specified timings are allowed. Therefore, students should click the "VAN Account" button during the designated timings to make a payment.
- To make payments to your VAN account, you can use various channels such as UPI, IMPS, NEFT, RTGS, or FOREX transactions, all in Indian Rupees (INR).
- It may take approximately 10 minutes for payments made through VAN to reflect in the app. Once the payment is updated, you will receive a notification, email and can view the transaction in the payment history section.
- **You can Long Press Van Number, and other details to copy them to clipboard.**

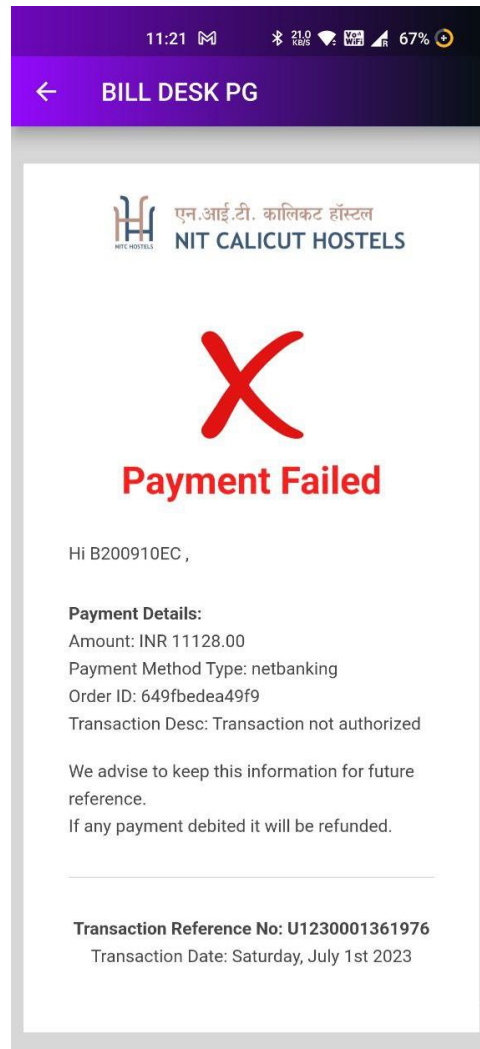
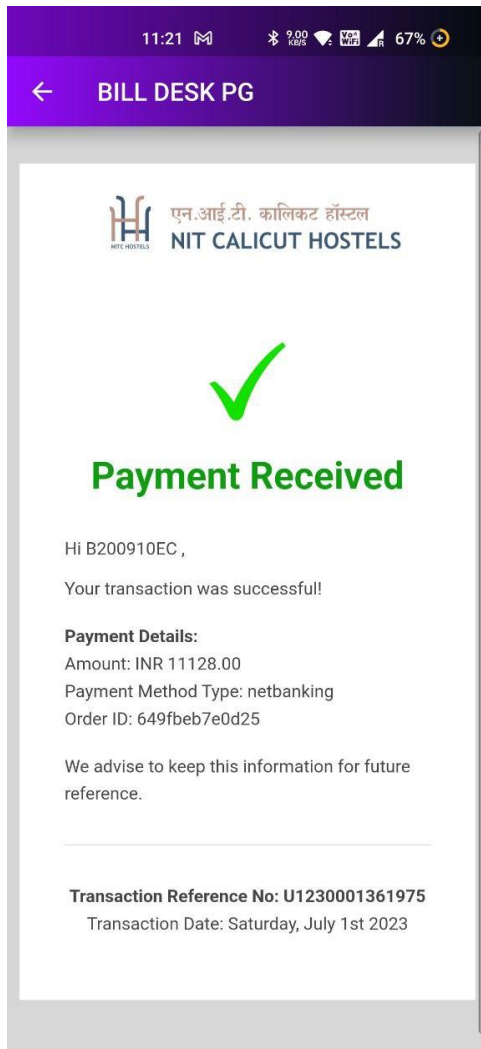
Payments made through NEFT, RTGS, FOREX, and other similar channels may take longer to reach our bank. Once the money is credited to our bank, you will be promptly notified. However, if you do not receive a notification after 1hr of the payment being credited, please raise a query by contacting [support-hostels@nitc.ac.in](mailto:support-hostels@nitc.ac.in). When contacting support, kindly provide the UTR (Unique Transaction Reference) number of the transaction and include proof of payment for further assistance.

Van account Number Example: NITCB200910ECHOS



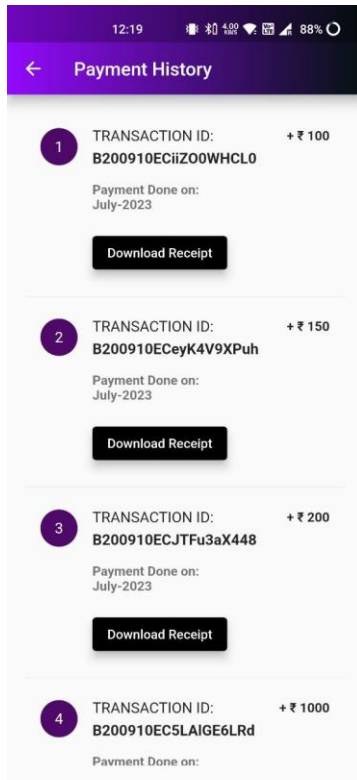
## BILL DESK PG

Alternatively, you can use the Bill Desk payment gateway by selecting the Bill Desk section in the app. There, you can pay the outstanding mess dues and adjust the payment amount. Proceed to pay through the channels provided by Bill Desk. It is important not to navigate away from the app screen or close it during the payment process. After the payment, a Payment Confirmation Page will display transaction details. **Take a screenshot of this page for future reference. If the transaction failed and money debited kindly wait up to 10 min.**

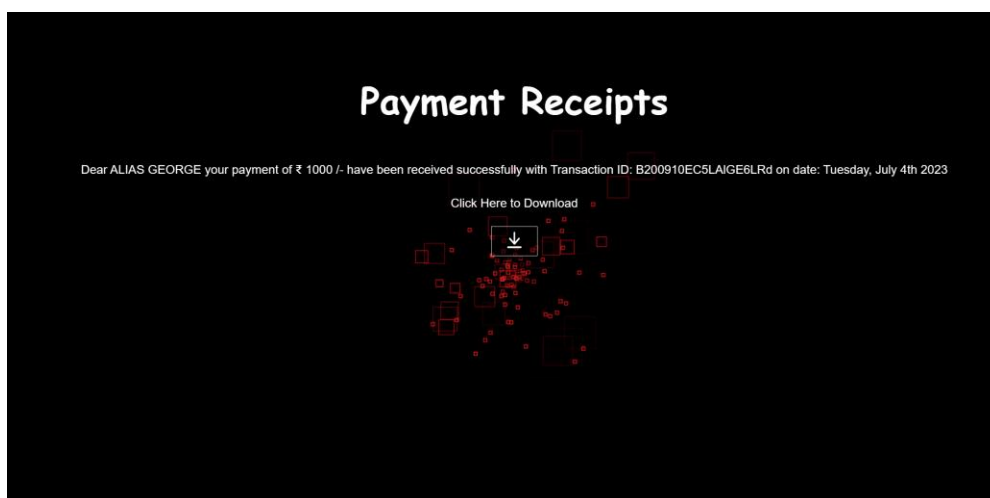


## **PAYMENT RECEIPT AND PAYMENT HISTORY:**

You can access all your past payments in the Payment History section of the app. From there, you will also have the option to download payment receipts (QR Attached) for purposes like filing Income Tax Returns (ITR) etc.




## Payment Verifying Page



## **RECEIPT (QR Attached)**

Note: This is System Generated Receipt, Contact Hostel Office For Any Concerns.





### **PAYMENT INFO**

Date: Tuesday, July 4th 2023


From: <b>CHIEF WARDEN NITC HOSTELS</b>	To: ALIAS GEORGE Roll No: B200910EC
---	--

Thank You, Your Payment of INR: 1000 /-  
has been received successfully.

Transaction No : B200910EC5LAIGE6LRd



This is a system generated Bill, please  
contact the Hostel Office if you notice  
any discrepancies.



എ.आई.ടി. കലിക്ട് ഛാത്രവാസ  
**NIT CALICUT HOSTELS**

Hostel Office, NIT Campus P.O., Kozhikode, Kerala - 673 601  
Telephone: +91 495 238 6951, 238 7238 | hostel@nitc.ac.in

### **AFTER PAYMENT:**

After payment through any of the two channels, we will update the fees paid status and Balance to Pay. If any student paid more money, balance to pay will change to Excess Paid.

### **MIN MESS DUES:**

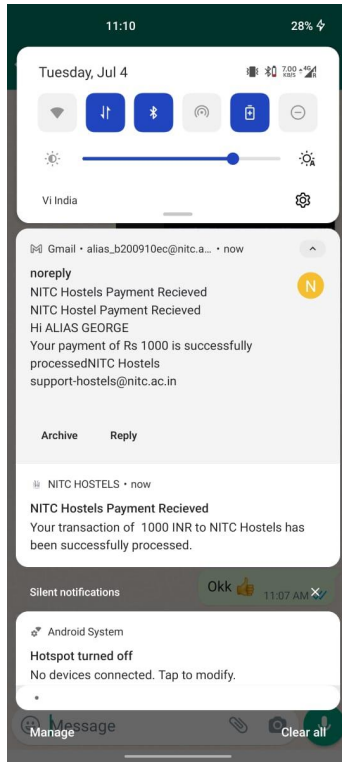
A minimum due cut can be there, allowing students to clear their dues up to the specified minimum amount. Once students have paid and make the due as the minimum due amount, they will be eligible to access facilities such as room allotment and obtaining a mess card. This ensures that students can avail the necessary services while still having the flexibility to clear their remaining dues at a later time.




## NOTIFICATION AND EMAIL SERVICE:

The app provides a notification and email service to remind students to pay their mess dues. Students will keep on reminding every two days through Notification Service.

### Notification



### Email

 **noreply@nitc.hostels.in**  
to alias\_b200910ec, me

11:10AM (23 minutes ago) ☆

Hi ALIAS GEORGE

Your payment of Rs 1000 is successfully processed

[Receipt](#)

Click the about button to download the payment receipt

Good luck! Hope it works.

NITC Hostels  
[support-hostels@nitc.ac.in](mailto:support-hostels@nitc.ac.in)