

## PSG POLYTECHNIC COLLEGE, COIMBATORE- 641004

Ref: Acad/college/odd-2021-22

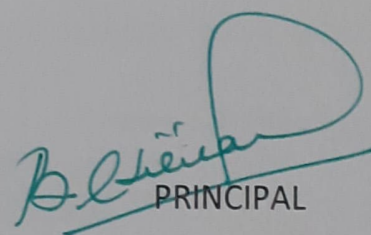
Dt: 27-08-2021

### CIRCULAR

As per the G.O No. 164, Dt: 27-08-2021, the regular class work on rotation basis for the second, third and fourth year (SW) students will resume on **01-09-2021** (Wednesday). The following schedule will be followed.

Sl.No	Course	Offline Classes	Online classes
1	All second year classes both regular and sandwich	Monday, Wednesday, Friday	Tuesday, Thursday, Saturday
2	All third and fourth year classes both regular and sandwich	Tuesday, Thursday, Saturday	Monday, Wednesday, Friday

Students are requested to attend the classes with uniform and decent hair style. In case students do not have their uniform ready, they are permitted to attend the classes with formal dress and shoes for a period of one week.

  
PRINCIPAL

Copy to  
All HoDs for circulation among all Staff, Students  
Deans for Information, Hostel  
Day file

**Note:** Online/offline Timetable, circular regarding hostel accommodation, SoP to be followed by students in college and hostel will be made available in the website at the earliest.

PSG POLYTECHNIC COLLEGE, COIMBATORE

Circular

28.08.2021

- The **offline class and online classes (Blended Mode)** for all diploma classes (except for first year) is **scheduled from 1<sup>st</sup> September 2021**. Students should come with due preparation to attend the classes.
- **Instructions regarding commencement of first year classes in online mode will be informed later.**
- Students are instructed to attend the classes with uniform and decent hair style. In case students do not have their uniform ready, they are permitted to attend the classes with formal dress and shoes for a period of one week.
- Students coming to college are instructed to bring their Permanent/Temporary identity card issued during the time of admission.
- The students coming to the college are instructed to follow the **Standard operating Procedure (SoP)** listed below:
- Students from other states shall have to comply with the conditions specified by the Government of Tamilnadu with regard to entry into Tamilnadu.
- Every Student is required to submit a No Objection Certificate from parents in the prescribed format and submit it in the Hostel (hosteller) or in the concerned Department (day scholar) on the first day of reporting.
- Every student will be subjected to thermal screening when he/she enters the college/hostel.
- At the time of joining the hostel, students should bring adequate number of N95 masks/3 plyface masks, face shields, hand sanitizers, hand tissues, laptops/tabs/mobiles with internet connection, dining plates, tumblers, water bottles, etc.
- Food can be taken in the hostel mess or can be carried to their rooms in carriers. Hostel charges will be levied on monthly basis. The details of fees are available as below.
- Students shall wear face mask/shield always, wash their hands with soap/sanitizer frequently and maintain social distancing.
- Students showing any COVID related symptoms shall have to isolate themselves at home and at hostel after informing the Warden. If necessary, they will be referred to the PSG Hospitals.
- Students should follow the guidelines, advisories and instructions issued by government authorities as well as by the college regarding health and safety measures in view of COVID-19 pandemic.

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**Hostel fee structure on daily basis per student**

- Students those who are already staying in the hostel are informed to pay **Rs.12,000** as demand draft (DD) drawn in the name of "PSG Tech Hostel" payable at Coimbatore.

Hostel fees details:

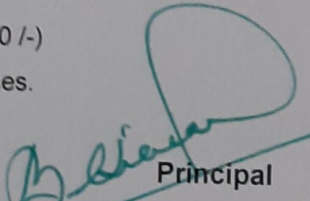
- Mess and Room Charges =  $400 \times 30 \text{ days} = \text{Rs. } 12,000 \text{ /-}$

- Students those who are requesting Hostel are informed to pay **Rs.18,000/-** as demand draft (DD) drawn in the name of "PSG Tech Hostel" payable at Coimbatore.

Hostel fees details: (New Admission)

- Application fees: Rs. 1, 000/-
- Caution Deposit: Rs. 5, 000/-
- Mess and Room Charges Rs.400/-per day( $\text{Rs. } 400 \times 30 \text{ days}$ ) = Rs.12,000 /-)

- Note: Any excess amount paid will be carried forward to the next year hostel expenses.

  
Principal



**PSG POLYTECHNIC COLLEGE: COIMBATORE**  
**PSG TECH ADDITIONAL HOSTEL**

**Date: 28.08.2021**

The regular class work on rotation basis for the II year (R & SW), III year (R & SW) and IV year (SW) students will resume on 01.09.2021, with, Ref: Acad/college/odd-2021-22, dated: 27.08.2021.

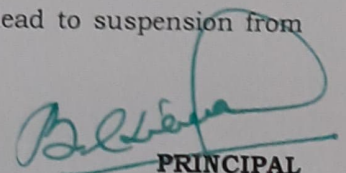
In this regard, the following accommodation has been arranged for hostel students:

S.No	Students	Accommodation arranged at	Venue
1	2 <sup>nd</sup> Year (R&SW) Diploma students	J-Block (Boys) / E-Block (Girls)	PSG Tech men's hostel (Boys) / PSG Tech Girls hostel (Girls)
2	3 <sup>rd</sup> Year (R&SW) and 4 <sup>th</sup> Year (SW) Diploma students	I-Block Boys / E-Block (Girls)	PSG Tech additional hostels (Boys) / PSG Tech Girls hostel (Girls)

- The hostel students are informed to accommodate the hostel rooms a day before the commencement of offline classes.
  - 2<sup>nd</sup> Year (R&SW)**, students are permitted to occupy the hostel rooms from **31.08.2021 (2.00 PM)** J block, PSG Tech men's hostel/ E block, PSG Tech Ladies hostel.
    - 2<sup>nd</sup> Year (R&SW)** Boys residing at PSG Tech men's hostel, shall contact Mr. Ganeshmoorthy (Supervisor-90924 76408) and Girls residing at PSG Tech Ladies hostel shall contact MsP. Nirmala (Junior Assistant-9787308000) for queries and room allocation.
  - 3<sup>rd</sup> year (R&SW) and 4<sup>th</sup> year (SW)** students are permitted to occupy the hostel rooms from **31.08.2021 (2.00 PM)** I block, PSG Tech additional hostels/ E block, PSG Tech Ladies hostel.
    - 3<sup>rd</sup> year (R&SW) and 4<sup>th</sup> year (SW)** Boys residing at **PSG Tech Additional hostels**, shall contact Mr. Kaliraj (Block supervisor-96267 49477) and Girls residing at PSG Tech Ladies hostel shall contact MsP. Nirmala (Junior Assistant-9787308000) for queries and room allocation
- Under any circumstances, residents are not permitted to occupy the hostel premises before **31.08.2021 (2.00 PM)**.

**The following are the important guidelines to be followed during stay at hostel:**

- Residents are informed to register their entry including the **travel history** in the hostel main gate by producing the identity card to the security personnel and they are advised to register the same while leaving from hostel after the completion of examinations.
- Residents have to undergo **thermal screening and sanitation** while entering the hostel gate and dining hall.
- Residents shall stay at their **own room allocated** and not to stay as groups.
- Residents shall maintain **social distancing in rooms, dining halls and in the hostel premises** to avoid the spread of COVID 19. They are also advised to wear **mask, sanitize or wash their hands** frequently.
- In case of **any medical emergency**, residents shall contact the block supervisor or resident tutor immediately. The respective student will be taken to **PSG Hospital** for treatment and they are advised not to leave the hostel even for medical reasons on their own.
- Water doctors will be available in the respective blocks and mess; residents are informed to **carry their own water bottles** and not to share the same with fellow friends.
- Residents are informed to **dine only at the allotted mess** and they are **not permitted to dine outside including restaurants** during their stay at hostel.
- For students residing at **PSG Tech Additional hostels**, Transport facility has been arranged from hostel to college (to and fro), residents are informed to **use this facility alone** and advised not to use any other means. Also, strictly adhere to the timings of transport facility which will be informed in due course.
- Students are informed **not to involve in any indisciplinary acts** they may lead to suspension from both hostel and college.

  
**PRINCIPAL**



**DECLARATION FORM**  
(To be signed by student)

I, \_\_\_\_\_ (name of the student), son/daughter of Shri/Smt \_\_\_\_\_ hereby declare that, after having thoroughly read the SOP for reopening of college/hostel issued by UGC, Government of Tamil Nadu and the College, give my consent to report at the college/reside at the hostel as per the terms and conditions as stated in the SOP.

I understand that violation of these guidelines shall lead to disciplinary action against me

Roll No. & Name :

Mobile No.

If Hosteller, Room No.

Signature of the student

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**DECLARATION FORM**  
(To be signed by Parent)

I, \_\_\_\_\_ father / mother of

Mr/Ms \_\_\_\_\_ (name of the student) am willingly sending my son/daughter to College/Hostel, after having thoroughly read the SOP for reopening of college/hostel issued by UGC, Government of Tamil Nadu and the College. The duration of his stay in the hostel is from ----- (date).

1. I, undersigned, confirm that my Son/Daughter, \_\_\_\_\_, in the last 14 days, did not show any of the following symptoms: temperature, cough, headache, feeling ill, sore throat, cold, difficulties in breathing (shortness of breath), diarrhea; my Son/Daughter was well during this time.

2. In last 14 days, he/she has not been in contact with any persons who had tested positive for COVID.

3. My son/daughter is not from any containment zone or under quarantine due to Covid.

4. Being a Day Scholar, he/she shall stay at home, should the above-mentioned signs/symptoms appear or infection with COVID be confirmed in a person that shares the same household.

5. He/She is in good health and does not have any of the chronic diseases that may put his/her life at risk if he/she is infected with Covid-19

Name & address of the parent:

Mobile number of Parent

Date :

Signature of the Parent