

**Institute of Chartered Financial Analysts of India University,
Himachal Pradesh**

Established under the provisions of the Institute of Chartered Financial Analysts of India University
(Establishment and Regulation) Act-2011 (Act no.43 of 2011)



TRANSPORT FORM

Academic Session:

PERSONAL INFORMATION (to be filled in by the Applicant in Capital letters):

Latest Passport
Size Photograph
of the Student to
be affixed
(Self Attested)

Name of the Applicant			
Father's Name			
Mother's Name			
Gender	Male <input type="checkbox"/>	Female <input type="checkbox"/>	Date of Birth (DD/MM/YY): / /

Address for Correspondence			
	City:	District:	State: Pin Code:

CONTACT INFORMATION IN CASE OF EMERGENCY:

Name of the Person			
Relationship			
Address of the Person to be contacted in emergency			
	City:	State:	Pin Code:
	Mobile(1):		Mobile(2):
	E-mail:		E-mail:

COURSE & BRANCH TO WHICH THE CANDIDATE IS ADMITTED:

Name of the Faculty	Name of the Program / Course	Duration

DETAIL OF PICKUP & DROP POINTS (Give 02 Preferences):

S. No.	Pickup/Drop Points	Landmark Point	Distance (in Kms) from the Campus
1.			
2.			

FEE PAYMENT DETAILS:

I have paid the Transport Fee of Rs. _____ through Cash Receipt / Online Mode / Demand Draft No. _____ Dated: _____ Drawn on: _____ Branch: _____.

NOTE: Attach Proof of Payment

FOR OFFICE USE ONLY

Student's Registration No.		Name of Dept. / Course		Transport Registration No.	
Bus Route No.		Pick Up Point		Drop Point	
Seat No.		Pick Up Time		Drop Time	
Remarks of the Tpt. I/c				Signatures of the Transport Incharge	

IMPORTANT INFORMATION

The ICFAI University, Himachal Pradesh (IUHP) has made arrangements for the Transport Facility for the benefit of the Students, Staff & the Faculty. The Transport Facility is available from Chandigarh, Panchkula, Zirakpur, Pinjore, Kalka, Parwanoo, Dabota, Nalagarh, Baddi, Barotiwala, Sai, Bagheri, Patta and Manpura. Bus Routes can be added or reduced as deemed appropriate by the IUHP. All the Buses reach the Campus by about 08:50 AM in the morning and leave the Campus by about 05:00 PM in the evening. The Timings are, however, subject to change as per the need / events / activities in the University Campus on a particular day or as may be decided by the IUHP.

DOs' and DONTs' FOR THOSE AVAILING THE TRANSPORT FACILITY

- 1) 1 The Transport Facility is on payment basis and is arranged by the IUHP to facilitate the Day Scholars. All the Buses are centrally managed by the University Transport Department.
- 2) Transport Facility is for the full Academic Session and is optional for the Day Scholars. Allotment is purely on first come first serve basis for the Students who undertake to abide by the Dos/Donts/Norms/Rules/Regulations/Terms/ Conditions of the University.
- 3) The University reserves the right to frame, amend, revoke, repeal and enforce the Dos/Donts/Norms/Rules/Regulations/Terms/ Conditions, as and when deemed appropriate and a Commuter needs to be well versed and updated with the same. The University will not be bound or responsible to intimate each Student separately in any manner in this regard.
- 4) The University has the complete authority to inspect the Transport Vehicles including the Personal belongings of the traveller during transit or at any time in and outside the Campus.
- 5) The University reserves the right to deny Transport Facility to any Student on grounds of Misconduct / Indiscipline.
- 6) Ragging, by law, is strictly prohibited. Any Student who is traveling in the University Bus and is found indulging himself / herself directly or indirectly, overtly or covertly in any activity tantamounting to theft / ragging / misbehaving with the fellow Students, Juniors or Seniors or Staff members shall be considered as an act of serious Misconduct / Indiscipline and strict disciplinary action as may be deemed appropriate will be taken against such an erring Student including the handing over of such a Student to the Police as per Law. The entire Risk & Responsibility in such an event will solely lie with the concerned erring Student and the IUHP will not be responsible for the same in any manner whatsoever.
- 7) Eve teasing and public display of affection are strictly prohibited in the University Campus as well as during transit. Any kind of violation will attract strict disciplinary action including expulsion of the concerned erring Student from the University.

- 8) Use of any kind of intoxicants like Drugs, Smoking, Drinking, Gambling, Playing Cards, Photography without permission and such like acts are strictly prohibited in the University Campus as well as during transit/travel. A Student involved in any such act shall be liable for strict disciplinary action.
- 9) A Student availing the Transport Facility shall be responsible for all his/her personal belongings and the University Management will not be responsible for any theft / loss of property during transit/travel in the Bus.
- 10) A Student must reach at his/her respective pickup point at least 5 to 10 minutes before the scheduled departure time of the Bus. The Student will board the Bus from the assigned boarding point / location only. He/She will board only that Bus route which has been allocated to him/her and occupy / sit on the allotted seat only.
- 11) The Boarding of a Bus on time by a Student is entirely his/her responsibility and in case of failing to do so, no compensation in this behalf will be payable to him/her by the IUHP.
- 12) In case of the breakdown of a University Bus due to a mechanical fault or failure or any other uncontrollable reason, no charges, whatsoever, towards providing any alternative conveyance would be payable to any Student. Full efforts, shall, however, be made by the IUHP to make alternate Transport arrangements.
- 13) Buses will run on the pre-determined routes only as notified by the University. A Student will be assigned a route and a pick up point. The same are subject to change.
- 14) A Student is advised to occupy his/her Bus seat at least five minutes before the departure from the University Campus. No one will board the Bus while it is in motion.
- 15) Any Student found travelling in the Bus without permission and without having paid the Transport Fee will be fined Rs.1000/- for the first time and if repeated, the defaulter Student will be assumed to be a regular traveler and he / she will be charged full Transport Semester Fee plus the fine.
- 16) A Student is advised to carry his/her Transport ID Card (Bus Pass) all the time during transit/travel. He/She is required to produce the same as and when asked to do so by the Transport Department. Travelling without a Bus Pass is strictly prohibited and for any such violation, a fine of Rs. 200/-will be imposed each time the violation is committed.
- 17) A Student is liable to pay for any damage caused by him/her to any Transport vehicle either alone or jointly with others. In addition, disciplinary action will also be initiated against such defaulter/s as per Law and the Rules and Regulations of the University including his/her rustication and the reporting of the case to the Police.
- 18) A Student staying in the hostel of the IUHP is not permitted to travel in the Bus until and unless he/she has been specifically authorized to do so (a written consent from the Transport Department is mandatory).
- 19) No one will play loud music (Earphone music is permitted). No hooting, clapping, singing, loud talking in the Bus is permitted / allowed. The Commuter will travel peacefully to and fro on a IUHP Bus.
- 20) In case of any violation of any Rule & Regulation or any instruction issued by the University Transport Department, a penalty, in the Form of fine or cancellation of Bus Pass including expulsion from the University may be imposed on the erring Student.
- 21) Lost or stolen ID Card will be re-issued only on a payment of Rs. 500/- to be deposited in the IUHP Admin. Office.

TRANSPORT QUERIES

- For any Transport related query, please contact the **Transport Incharge, IUHP Admin. Office** during the Office hours between 09 AM to 05:00 PM as under:
 - Transport In charge - Sh.Vijay Kumar,
 - Mobile Number - 7018140117
 - Email Id - vijaykumar@iuhimachal.edu.in

LOST AND FOUND

In case anyone finds the Bus Pass of a Commuter anywhere, the same may be handed over to the Transport Incharge as per above.

TERMS AND CONDITIONS:

- 1) Validity of Bus Pass is only for one year.
- 2) The Transport Fee is to be deposited Semester wise. It will be valid from January to June and July to December of a particular year or as may be decided by the IUHP. The validity of the period of Transport Fee may be reviewed by the IUHP in case of restructuring of any Course / Program duration etc.
- 3) It is mandatory for a Student to submit an UNDERTAKING duly signed by his/her Parents / Guardian as per **Annexure** as enclosed with the Form.
- 4) Once the Transport Fee is deposited, a Student cannot change the stop / route without the prior permission of the Transport Department.
- 5) New Bus Pass with the changed route and address will be issued subject to the consent of the Parent /Guardian along with a payment of Rs. 100/- as Service Charges.
- 6) The Bus Pass is **NON TRANSFERRABLE**. It cannot be transferred from one Person to another. The Bus Pass holder is the sole user of the Pass. Transferring or sharing of a Pass with another person is strictly prohibited and is punishable. If such an activity occurs, the Transport privileges of the erring person will be revoked. The IUHP has the right to cancel a Bus Pass at any time on account of the misuse of the same.
- 7) The Bus Pass should not be reproduced or altered. The use of reproduced or altered Pass is a violation of the Transport Regulations and will result in a punitive action.
- 8) The Bus Pass cannot be sold, exchanged, given away or purchased from any Person or Agency other than the IUHP Transport Department.

FEE PAYMENT

- 1) Transport Fee is charged on Semester basis or on a six-month basis and will be deposited by a commuter in the month of January and June every year or as may be decided by the IUHP.
- 2) A Student undergoing Industrial training can deposit One-Semester Fee with the prior written approval of the Concerned Dean / Head of the Department / Registrar.
- 3) The Fee can be paid Online or Offline. A Student will have to enclose the proof of payment.
- 4) A Student is expected to pay full Transport Fee. Partial Fee payments and Fees in installments are not permitted.
- 5) Transport Charges once paid will not be refunded and will not be adjusted against any other Fee.
- 6) The Transport Fee is NON-REFUNDABLE if the Transport Facility so withdrawn from the Student is on grounds of misconduct / indiscipline and violation of Dos/Donts/Norms/Rules/Regulations/Terms/Conditions of the IUHP Transport Department.
- 7) Transport charges are subject to revision and every commuting Student is required to pay the revised Fee as notified by the IUHP.

- 8) The University reserves the right to modify / cancel or amend all or any of these Rules and issue Supplementary Rules or Amended Rules without any prior notice and the same shall be applicable for the commuting Student from the date of issue of such a Notification by the IUHP.
- 9) Ignorance of Transport Dos/Donts/Norms/Rules/Regulations/Terms/Conditions by a Commuter is not tenable / acceptable.

Date: _____

Signatures of the Student: _____

Signatures of the Parent/Guardian: _____

Name : _____

Address : _____

Mobile No.: _____

Email Id : _____

Annexure to the Transport Form

DECLARATION FOR AVAILING THE TRANSPORT FACILITY PROVIDED BY IUHP

(To be furnished mandatorily by a Commuter on an Affidavit of Rs. 10/- duly Notarized containing the following points):

- (i.) I have carefully read and understood all the Dos/Donts/Norms/Rules/Regulations/Terms/ Conditions as are supposed to be followed by me as a Commuter for availing the Bus Facility being provided by the IUHP and as contained in the Transport Form. I will follow all these Dos/Donts/Norms/Rules/Regulations/Terms/ Conditions faithfully and will also abide and follow any subsequent changes / additions, if any, in the IUHP Transport Form.
- (ii.) I understand that a suitable action will be taken against me if I do not abide by the Transport Dos/Donts/Norms/Rules/Regulations/Terms/ Conditions of the IUHP. If my Bus Facility is withdrawn on grounds of any FIR/misconduct / indiscipline / violation of any Transport Dos/Donts/Norms/Rules/Regulations/Terms/ Conditions, I understand that I will not be entitled for any refund towards the Transport Fee paid by me.
- (iii.) I undertake that if I am found involved in any act of Ragging during travel/transit, the same will result into withdrawal of my Transport Facility and the University may also take any action in the matter in accordance with the orders of the Hon'ble Supreme Court of India and the various Regulatory Authorities such as the UGC etc.
- (iv.) I undertake that I have not furnished any wrong information in this Transport Form and that I will be solely responsible for any consequences that may arise thereof on account of furnishing any false or misleading information. I agree to accept any punishment including the cancellation of my Admission and my Rustication from the University or any other punishment or penalty as may be awarded against me by the IUHP. I fully understand that furnishing any wrong/ inaccurate and misleading information is an offence under Law. I also understand that concealment/misrepresentation of facts in the Transport Form too is an offence under Law which will attract a punitive/penal action.

I do hereby, solemnly declare and affirms that all the information furnished above by me in the Transport Form is true and correct to the best of my knowledge and belief and that nothing has been concealed thereof.

Name of the Applicant _____ **Name of the Parent** _____

Signatures of the Applicant _____ **Signatures of the Parent** _____

Name of Course / Program _____ **Address** _____

Mobile no. _____ **Mobile no.** _____

Dated: _____ **Dated:** _____
