

INSTITUTE OF HOTEL MANAGEMENT
Badkhal Lake Crossing, Faridabad – 121001
(Jointly Sponsored by Government of India & Govt. of Haryana)
Affiliated to National Council for Hotel Management, Noida
E-mail: ihmfaridabad@gmail.com, Website: www.ihmfaridabad.com
Telephone: 0129-4052466.

INSTRUCTIONS TO NEWLY ADMITTED STUDENTS IN
B.SC. HOSPITALITY & HOTEL ADMINISTRATION, BATCH: 2024-27

Dear Student,

A warm hearty welcome to Institute of Hotel Management Faridabad, a Premier Hospitality Education Institution, which has been providing trained and skilled manpower to the hospitality and tourism Industry. Congratulations on your success in JEE 2023.

AS PER COUNSELING SCHEDULE OF NCHMCT, PHYSICAL REPORTING WOULD BE FROM
29.07.24 TO 31.07.24.

TIMINGS: 09:30 AM TO 05:00 PM
(LUNCH BREAK: 01:00 PM TO 01:30 PM)

- Beside the part fee of 1st semester amounting Rs. 20,000/-already deposited by you during online counseling ,you will have to further deposit the pending **Balance fees of Rs: 54,415/- (72915/- plus 1500/- minus 20,000/-)**, which includes an amount of Rs.1500/- as other charges for ancillary facilities. Rs. 2000/- along with Rs. 20000/- paid by the student during online counseling is NCHMC&T REGISTRATION CHARGES. (NON- REFUNDABLE)
- **Balance fee amounting Rs.54415/- has to be deposited either by Bank Demand draft drawn in favour of Institute of Hotel Management Payable at Faridabad or through the Institute's online payment link in Institute website (www.ihmfaridabad.com)** for 1st Semester students.
- The students are directed to submit the transaction slip to the Accountant during physical reporting, otherwise it will be assumed that they have not deposited the fee.
- The allotment of hostel shall be strictly as per All India Rank (AIR) & norms of NCHMCT, Noida. 1st term Hostel fee is Rs. 34,750/- (**including Rs. 3000/- Hostel security-Refundable**). The payment of Hostel fees (Boys/Girls) post finalization of list would be collected later through Bank Demand Draft only.
- Allotment of the Institute by NCHMCT is final. No request for change of Institute (**Migration**) will be considered during the entire duration of the course.
- Induction / Orientation would be conducted on 5th August, 2024 at 9.15 AM & Reporting time for Students would start from 09:00 am onwards in Lecture Room.
- Malpractices like Smoking, Drinking, foul language, etc are strictly prohibited in and around Institute Building.

METHODS OF FEE PAYMENT

Note: Students can pay the Institute fees with any of the following under mentioned methods:

1. OPTION 1:

Student can make a bank demand draft from any bank in favor of INSTITUTE OF HOTEL MANAGEMENT, payable at FARIDABAD amounting Rs. 54415/-

- Keep a photocopy of DD safe for reference & submit the same during physical reporting.
- Write down the following details behind the DD

- ✓ Complete Student Name & Jee Roll Number
- ✓ Contact Number of Student
- ✓ All India Rank (JEE Rank 2023)
- ✓ E-mail id
- ✓ Father's Name / Mother's Name
- ✓ Contact Number of Parents / Guardian.

2. OPTION 2:

Online Payment through Institute's Website (www.ihmfaridabad.com)

- After making the payment, kindly send the details of the transaction to the following email id: ihmfaridabad@gmail.com in the prescribed format mentioned below along with the soft copy of **SCREENSHOT** failing which it will be assumed that the student has not paid the fees till that time.



Student Name & JEE Roll Number	
All India Rank (AIR)	
Course, Semester, term	
Fees Amount Paid	
Transfer date & time	
Receipt Number	
Contact Number of Student / Parent	

STUDENTS WILL HAVE TO CARRY THE ORIGINAL AND SELF-ATTESTED PHOTOCOPIES OF TESTIMONIALS FOR SCRUTINISATION.

- a) Anti ragging Affidavit by the candidate(Format available on website of the Institute)*
 - b) Anti ragging Affidavit by the parents(Format available on website of the Institute)*
 - c) Medical Certificate (Format available on website of the Institute)*
 - d) Duly Filled & signed Registration Form(Format available on website of the Institute)*
 - e) Institute Allotment Letter
 - f) 10th Board Certificate & Mark sheet
 - g) 12th Board Certificate & Mark sheet
 - h) Adhar Card
 - i) School leaving Certificate cum character certificate/ Migration Certificate (original)
 - j) 5 passport size latest color formal photographs along with Name & date
 - k) Certificate of Category. (If applicable)
 - l) Receipt of fees of 1st semester (20,000) deposited at the admission centre/ Counseling Process.
 - m) Any other documents (as per instructions of NCHMCT)
 - n) **BALANCE FEE OF Rs. 54415/- (BY BANK DRAFT IN FAVOUR OF INSTITUTE OF HOTEL MANAGEMENT PAYABLE AT FARIDABAD OR ONLINE PAYMENT THROUGH INSTITUTE'S WEBSITE (www.ihmfaridabad.com) ONLY)**
- NOTE: NO OTHER MODE OF PAYMENT WOULD BE ACCEPTED IN ANY CASE)**