

Date: July 28, 2023

**GUIDELINES/ INSTRUCTIONS FOR OFFICER TRAINEES/ STUDENTS JOINING IIRS FOR
M.TECH./PGD/MSC/PGD-GI COURSES (2023-24/25 BATCH) OF IIRS**

1. Officer trainees/ students selected for various PG courses (M.Tech./PGD/MSc/PGD-GI) should report at IIRS as per the schedule given in the following table.

Sl.No.	Course	Date of Arrival in IIRS Campus
1.	M.Tech. (RS&GIS)- all specialisations (2023-25)	August 2, 2023
2.	PG Diploma (RS&GIS)- all specialisations (2023-24)	August 2, 2023
3.	MSc in Geo-information Science & Earth Observation with specialisation in Geoinf. (2023-25)	September 21, 2023
4.	PG Diploma in Geoinformation Science & Earth Observation with specialisation in Geoinf. (2023-24)	September 21, 2023

2. Officer Trainees/ Students must bring with them the originals of mark sheets/ certificates/ degrees for verification and one/two set(s) (i.e. two sets for M.Tech. students & one set for other courses) of self-attested Photostat copies proving their eligibility to the course, and as per the information provided by them in the online application. Further, it is advised to refer 'Important Instructions to the Candidates' published as part of the "Merit List for admission in academic year 2023-25 and detailed guidelines" published in IIRS website (https://www.iirs.gov.in/iirs/sites/default/files/pdf/2023/admissions/Admission2023_MeritListAndGuidelines.pdf)
3. Government-sponsored Officer Trainees must bring the original Nomination Letter issued by their parent organisation/ institute for submitting the same to IIRS.
4. Admission of Officer Trainees/ Students not meeting the eligibility requirements will be cancelled and he/she has to abide by the decision of IIRS.
5. Officer Trainees/ Students may use their laptops/ electronic gadgets within the hostel premises.
6. Officer Trainees/ Students are advised to arrange the following items by themselves for their stay at IIRS Hostel: Bedsheet, Blanket/Quilt and Pillow/ Pillow Cover.
7. Following items will be available in the Hostel rooms: Wooden bed, Study table, Chair and Bathroom Bucket/ Mug.
8. Items like Heater, Induction etc. are strictly prohibited in the Hostel rooms.

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भारतीय सुदूर संवेदन संस्थान/ Indian Institute of Remote Sensing
देहरादून/ Dehradun

9. Officer Trainees/ Students are not permitted to keep vehicles in the IIRS campus.
10. Lodging and boarding charges (and any other charges) of the Hostel shall be borne by the Officer Trainees/ Students.
11. Other General Instructions:
 - All Officer Trainees/ Students shall have to abide by the rules and regulations of the Hostel and the Institute at all times during their course and stay in the IIRS campus.
 - Random checks will be made in the Hostel by the IIRS officials. Action will be taken against those Officer Trainees/ Students not following the guidelines/ instructions issued by IIRS.
 - Officer Trainees/ Students must behave politely with all the IIRS staff, including Hostel Supervisor/ Staff and Security Personnel, and should maintain decorum at all times during their course and stay in the IIRS campus.
 - Instructions related to common facilities like Library, Gym, Swimming pool, Play grounds, etc. will be issued separately from time to time for adherence by all the students/ trainees.
 - Leaves will not be granted except for examination, health reason(s) or any other exigency with proof.

DECLARATION /UNDERTAKING FROM THE STUDENT

1. I hereby declare that the entries made by me in the Application Form and/or other documents provided to IIRS, are complete and true to the best of my knowledge, belief and information.
2. I hereby undertake to present the original documents for verification immediately upon demand by the concerned authorities of the Institute.
3. I hereby promise to abide by the rules and regulations concerning admission, attendance, discipline etc. of IIRS and follow the code of conduct prescribed for the students of IIRS as in force from time to time and subsequent changes/modifications/amendment made thereto. I acknowledge that IIRS has the authority for taking punitive actions against me for violation or non-compliance of the same.
4. I hereby declare that I will neither join in any agitation/strike for the purpose of forcing the authorities of the Institute to resolve any problem, nor I will participate in any activity which has a tendency to disturb the peace and tranquility of academic environment of the IIRS campus and/or its Hostel premises.
5. I hereby declare that I will not indulge in nor tolerate ragging in any form, even in words or intentions.

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6. I hereby declare that I will not smoke, consume alcohol or drugs, during the course/ my stay at IIRS Campus as smoking, consuming alcohol or drugs is prohibited at IIRS.
7. I hereby declare that I shall be solely responsible for my involvement in any kind of unlawful activities whether inside or outside the campus, and shall be liable for punishment as per the law of the land. I further understand that the Institute shall in no way provide any support to me and will not be held responsible for my any such action.
8. I hereby undertake that, in case of any pending/ remaining document found during document verification, I shall submit those documents within deadline given by IIRS, if not my admission may be cancelled, at any stage.
9. I further declare that my admission may be cancelled, at any stage, if I am found ineligible and/or the information provided by me are found to be incorrect.
10. I hereby undertake to inform the IIRS about any changes in information submitted by me in the Application Form and any other documents, including change in addresses and phone nos., from time to time.
11. I hereby undertake that I shall submit 2nd year course fee (applicable for M.Tech., M.Sc.-GI course only) within deadline given by IIRS.
12. I hereby undertake that I shall maintain decent dressing at all the time during my stay at IIRS Campus.
13. I hereby undertake that during my course, I shall not indulge in any type of crowd forming within and outside IIRS campus.
14. I hereby undertake that for any communication regarding my admission, document submission, cancellation / withdrawal of admission etc., I shall communicate through my registered email-ID only to respective course email-ID only.
15. I hereby undertake that, I shall communicate to respective concern official/ authority only when absolutely necessary and I shall not make unnecessary communication or bulk emailing to any authorities.

Declaration to be signed by the Officer Trainees/ Students:

- I have read and understood all of the above guidelines/ instructions (Pages 1-3), which I have signed on each of the pages. I agree to abide by them.
- I declare that while staying in the IIRS Hostel, I will follow all guidelines as and when issued by the Government to avoid the spread of COVID-19.
- IIRS management can carry out the complete sanitisation of the room as and when required.



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- I undertake that, I have read and understood all of the above guidelines/ instructions, I agree to abide by them. I also understand that failure to abide the above guidelines/ instructions may lead to cancellation of my admission at any stage and disciplinary action may be taken against me by IIRS.

Name of Officer Trainee/ Student: _____

Course/ Specialisation: _____

Contact Number: _____

Email: _____

Name of Father/Mother/Guardian: _____

Address of the Father/Mother/Guardian: _____

Mobile Number of Father/Mother/Guardian: _____

Email of Father/Mother/Guardian: _____

Signature of the Officer Trainee/ Student: _____

Date: _____