Gautam Buddha University

Greater Noida, Gautam Budh Nagar, U.P.

Chairperson, SSS/SM
कृपया विश्वविद्यालय की वेबसाइट पर DISPLAY करें।

GBU-012/DSA/2024- 674   Date 25/09/2024

::Notice for Online Hostel Exemption Application Form::

This is to inform all the students that the process of applying for **HOSTEL EXEMPTION** at Gautam Buddha University has been made completely online and paperless through the **Primary Hostel Exemption Interface (PHI)**. Eligible students (as per provisions mentioned in admission brochure) can submit their applications for hostel exemption via the official online portal on valid grounds (**Married (P.G./PhD), District Gautam Buddha Nagar (Students Admitted during or after Session: 2022-23 Only), Chronic Medical Case, Curriculum Based Project/Dissertation**) ONLY from 27/09/2024 to 07/10/2024. No physical submissions will be accepted.

Key Details:
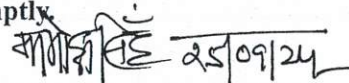
1. **Important Date:** The Application Portal will open on **27/09/2024** and will continue up to **07/10/2024**
2. **Visit the Portal:** Go to https://hostels.gbu.ac.in/phi or (https://gbu.ac.in → Life@GBU → Hostels → PHI)
3. **Register/Login:**
   - If you are using the system for the first time, register using your **Roll Number** (as mentioned in your university records) and other required details.
   - If you are already registered, login using your Roll Number and Password.
4. **Application Procedure:**
   a. After logging in, select the option to apply for **Hostel Exemption**.
   b. Provide the necessary details, including your **personal information** and the **reason for exemption**.
   c. Upload supporting documents in **PDF format**.
   d. Review your application carefully before submitting.
   e. After submission, the application will be forwarded to respective Deans of Schools.
5. **Exemption Status:**

   Once your application has been recommended and forwarded from respective Dean, it will be reviewed by the Exemption Committee and final decision will be notified via email. You can also check the latest status of your application by logging into the PHI portal.
6. **Important Notes:**
   - **All students who have already submitted their documents in hard copy must also submit the hostel exemption application form online via PHI; failure to do so may result in the rejection of your physical application.**
   - Ensure all required documents are uploaded properly. Incomplete applications may be rejected. If your application is not-recommended from School Dean, you have to re-apply the exemption form with correct details/documents and the above said procedure will be followed.
   - You can apply for hostel exemption on the valid grounds only as prescribed by the University.

Support: For any technical issues or queries related to the PHI portal, please email to **exemption@gbu.ac.in.**

Students are advised to adhere to the timeline and submit their applications promptly.

[signature] 25/09/24

(Dr. Manmohan Singh Shishodia)
In-Charge Student Affairs

Copy to:-

1. Staff to the Hon'ble Vice Chancellor, for kind information to V.C. Sir
2. Dean Academics, for information
3. Registrar, for information and to facilitate uploading notice on University Website
4. All School Deans, for information and necessary action
5. Finance Officer, for information
6. Chief Warden (M/F), for information and uploading notice on Hostels Website

In-Charge Student Affairs