

**ANSAL UNIVERSITY**  
Sector 55, Gurgaon  
**Bus Registration Form (2019-20)**

**DELHI**

Route No -----

Pick up point -----

**GURGAON**

Route No -----

Pick up point -----

Enrollment No. -----

Name of the Student: -----

Father's/Guardian's Name: -----

Course / Program: -----

University: -----

Enrollment (Academic) Year : -----

Details of Fees paid:

(a) UNIVERSITY Receipt No. for Bus service----- b) Amount paid: Rs. -----  
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(c) Mode of Fees Payment: **Cheque** (Multi city)/ **Pay Order** / **Demand Draft** (in favor of' **Ansal University**' payable at New Delhi)

(d) Student can also pay online through portal: **<http://portal.ansaluniversity.edu.in>**

Draft No: -----Date of Issue: ----- Bank -----

Residential Address:-----  
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Student's Mobile No.: ----- Parents Mobile No.:-----

PHOTOGRAPH

Emergency Contact Details: - Name\_\_\_\_\_ Mobile \_\_\_\_\_

Details: - Parents:

Father's Name		Mother's Name	
Profession/ Designation		Profession/ Designation	
Office Address		Office Address	
Mobile		Mobile	

I have read & understood the enclosed Rules and Regulations for Transport (2019-20) and hereby agree to abide by them.

Date\_\_\_\_\_

Signature of Student

\_\_\_\_\_

Signature of Parents/Guardian

\_\_\_\_\_

Recommendation of Administrative Officer / Officer In-charge (Transport)

\_\_\_\_\_

# ANSAL UNIVERSITY

Sector 55, Gurgaon 122003

## **Rules & Regulations for Transport (2019– 20)**

1. As in preceding sessions, the University proposes to provide transport facilities to the students coming from various parts of Delhi, Gurgaon. In the current **Academic Session (August 2019 - May 2020)**, the University transport will be available on One major route in Delhi (Peeragharee Chowk), One in Gurgaon CBS School, in Palam Vihar, Tentative routes along with the schedules are displayed on the notice boards and the University's website.
2. **The charges (one time payable) are Rs.60, 000/- (Delhi route) & Rs.45, 000/- for Gurgaon route for the complete session (from 1st August 2019 to 31st May 2020).**
3. All the students desirous of using bus facility are required to bring two passport size photographs at the time of payment of bus fees.
4. New Students admitted in the year 2019-20 and registered to avail bus facility, are advised to reach the University on their own in the morning on the first day (existing students may however reach the University by the bus of their route) and can use the University transport while going back in the evening, so that they can get familiar with the Bus staff and fellow students and can precisely know their bus stops.
5. Students are advised to reach their respective stops 10 minutes before the scheduled time in the morning. In addition, all bus users should remain aware that unexpected traffic jams/diversions could sometimes result in some possible delays in arrival of the buses.
6. The payment of the bus fee for the entire session is to be made in a single installment at the start of the session. Joining the bus at a later stage is possible with proportional payment depending upon the availability of the seats. Since the bus arrangement is committed for the complete session, it is expected that a student, once joins, would continue throughout the session. Therefore, **no refund would be entertained at any stage even if a valid bus user discontinues/withdraws from using the bus & If any student is debarred from using the bus facility on account of any act of indiscipline during the entire session, no refund application will be entertained.**
7. Every bus user is required to carry his/her bus pass while using the bus. No student will be allowed to use this facility without the bus pass in normal circumstances. If the bus pass gets misplaced, new bus pass would be issued by paying a fine of Rs.300/-.
8. There may be minor changes in the route and timings or students may be shifted from one route to other route at any stage depending upon the situation prevailing at that time. In rare case, students of different routes can be shifted in a shuttle bus and the shuttle bus will pick/drop the student on the nearest point of their stops. If sudden breakdown happens, students may come/go on their own, due to unavailability of bus. For this, no claim/reimbursement/refund will be entertained.
9. The Bus will pick/drop bus users (students), on their respective stoppages, which they had mentioned in the Bus Form. For safety and security reasons, the Bus staff would not allow any bus user to travel in the bus, who is picking/dropping from any other stoppage for their own personal reasons. If this happens, the student is completely responsible for his/own safety/security.
10. Students are advised to travel in their assigned bus route. A student who has once subscribed to bus facility on a specific route will not be allowed to change the route without permission. Specific request in this regard may be given in writing to the Officer In-charge (Transport). If anybody found traveling in the bus other than his/her assigned route, appropriate action/penalty would be imposed.

11. Smoking and Ragging are strictly prohibited in the buses. As per the guidelines issued by the Hon'ble Supreme Court of India and directives received from the University Grants Commission **RAGGING IS A COGNIZABLE AND PUNISHABLE OFFENCE.** It defines as “**any disorderly conduct whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness any other student, indulging in rowdy or indiscipline activities which cause or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in a fresher or a junior student or asking the students to do any act or perform something which such student will not do in the ordinary course and which has the effect of causing or generating a sense of shame or embarrassment so as to adversely affect the physique or psyche of a fresher or a junior student**”. Ansal University directs all students to refrain themselves from any sort of ragging activities. Any student found involved in any sort of ragging activities on the campus / bus / hostel will invite disciplinary action. Such a student may even be expelled.
12. No one is allowed to disturb the Bus staff in discharging their duties. Any damage to the bus will invite severe penalty including heavy fine and appropriate disciplinary action.
13. Discipline is to be strictly maintained while traveling in the buses. Violations of these rules, including misuse of pass, may result in revocation of bus pass in addition to an appropriate disciplinary action.
14. Although University has arranged buses for the students, they would be traveling in the Buses at their own risk. The University would entertain no claim whatsoever on this matter.
15. The buses would be operated by AU, the fees should be deposited in AU Account office.
16. Posting a notice on the notice boards of the University (AU and SSAA), shall be considered adequate for the information of all concerned regarding the University transport. No separate communication shall be sent to the bus users.
17. In case of any difficulty contact:  
Mr. Ram Baran Singh, Transport Officer. (Phone no. 9899448456 & 0124-4750432).

**Undertaking:**

1. I having read, understood and accepted the above Rules and Regulations for using bus facility and hereby agree to abide by them.
2. I am liable to disciplinary action including revocation of my bus pass, if I am found violating bus rules and regulations stated above.
3. I agree that the decision of Officer In-Charge (Transport) in all matters concerning University bus transport will be final and binding upon me.
4. I agree for payment of full bus fees for the entire session to use the bus facilities. Therefore, I will not stake any claim for refund even if I withdraw from the bus at any stage for any reason.
5. I agree to travel in the bus at my own risk. Hence, University would not be held responsible for any mishap during the journey and I will not claim anything on this matter.

**Name of Student:**

**Course & Year:**

**Signature of Student:**

**Date:**