

Ref: - KARE/Hostels/Circular/2025-26/02

Date: 30-06-2025

### CIRCULAR

Hostel room booking for the students (academic year 2025-26) (for **1<sup>st</sup>YEAR**) through online will be opened as per the schedule given in the table. Students can register using the below link (<https://hostels.kalasalingam.ac.in>). The link is also available in the University home page (<http://www.kalasalingam.ac.in>).

Students can use the **Application Number (in capital letters)** as **username** and the **password** to sign in.

Description	Date(s)
Special Rooms (Attached & AC) – Both MH & LH	14.07.25 & 15.07.25
Both Men's Hostels (MH) & Ladies' Hostels (LH) – all types of rooms	16.07.25 onwards

Payment can be made only through ONLINE mode (Preferably Net Banking /UPI since Debit card has daily transaction limits). No requests through offline mode will be permitted. ***Due to the daily Payment limits in the bank, Payment above 90000 will be split in to two payments by the system.***

### INSTRUCTIONS

- Hostel and Room type can't be changed once after selection and confirmation.
- Room number can't be changed after confirmation from student end. **For administrative reasons, hostel authorities may change within the booked category**
- Room number / Room type will be confirmed only after the confirmation of payment from the payment gateway. If there is any issue in payments, the room may be allotted based on the availability at the time of payment confirmation.
- A room can be booked by four or five members as a whole. This provision gives an opportunity for the students to fix their roommates. One student must come to campus and visit Hostel office (Boys) or Dr. S. Kavitha (Girls) to get this provision. Immediately after booking, all students need to complete the payment for the booked room.

**HOSTEL HELP DESK (Timing: 9.30 AM to 6.00 PM)**

<p><b><i>Help desk in English</i></b></p> <p>MH – Dr Ashok Kumar Sahoo (9658159640) MH – Dr Arul Xavier Stango (8681076213) LH - Ms. Blessina Esther (9080104011) LH - Ms Sangeetha (9345827188)</p>	<p><b><i>Help desk in Tamil</i></b></p> <p>MH – Mr Rajpradeesh (7708750112) MH – Mr Bhoopathy Raja (6384001877) LH – Ms Murugeswari (6384001991) LH – Ms Bhuvaneswari (6384001989)</p>
<p><b><i>Help desk in Telugu</i></b></p> <p>MH – Mr Kandhasamy (9344106966) MH - Mr Shunmugam (6384001884) MH – Mr Maheshwaran (9043690369) LH – Ms Ajitha (6384001990)</p>	<p><b><i>Help desk in Hindi</i></b></p> <p>MH - Mr. Rudrank Shukla (7355745183) LH - Ms. Kehkashan Habeeb (8958247802)</p>
<p><b><i>Bulk Booking:</i></b> LH – Dr. S Kavitha – <a href="mailto:ddcrgirls@klu.ac.in">ddcrgirls@klu.ac.in</a> LH – Ms Vijayalakshmi (6384001996) MH – Mr Thalaimuthu – <a href="mailto:kluhostels@klu.ac.in">kluhostels@klu.ac.in</a> MH – Mr Muthukutty (6384001885)</p>	
<p><b>Note:</b> For the payment related issues like:</p> <ul style="list-style-type: none"> <li>• If <b>Money has not been debited</b> from the bank account, and not able to book again.</li> <li>• Money debited, but booking not confirmed yet</li> </ul> <p>(Need to wait for 4 days and if the money has not returned back from the bank, send a mail to <a href="mailto:hostelpayment@klu.ac.in">hostelpayment@klu.ac.in</a>)</p> <p><b><i>The Hostel Application form need to be printed with latest photograph and get it signed by the parents. Hostel Application form needs to be submitted while entering into hostel.</i></b></p>	



**VICE CHANCELLOR**

Copy submitted to the Chancellor and Vice-Presidents– for favor of information

cc: to Registrar

cc: to all Deans, Directors and Heads of Departments, CoE

cc: to Library, Phy. Edn., Office Stores, Estate officer, ASO& Hostel Office, Sister Institutions