GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY
SECTOR 16-C, DWARKA, NEW DELHI – 110 078
(SEcurity BRANCH)

file no: GGSIPU/DR(Secv)/Pty-7/2018/98

CIRCULAR

Subject: Entry of Student’s Vehicle in the University Campus.

Reference this branch order no. GGSIPU/DR(E&S)/Security/2018/93 dated: 20.07.2018. parking stickers of the student vehicles are expiring by dated: 31.07.2018. The new parking stickers are available in the Security Branch, near Main Gate of the University. All Students are requested to take the new parking sticker immediately.

All the Students are informed to collect the students parking stickers positively on/before 31st August, 2018. after them, if any vehicle is found in the Campus without valid parking sticker will be treated as unauthorized and the process of removal of the vehicle shall be started by informing the local police authority. Entry of the vehicle without valid stickers shall be denied in the University Campus.

Also new stickers are available exclusively for Hostlers of the Campus. Hostler may apply and collect the same.

With respect to Students (Day Scholars) and Students (Hostellers), it is informed that in case of Vehicle Sticker for two-wheelers, the recommendation from Dean of their respective Schools shall be required on the prescribed form.

However, in case of four-wheeler, with regard to Students (Day Scholars) the recommendation from Director (Students Welfare); and in case of Students (Hostellers), the recommendation from Chief Warden shall also be required, in addition to the recommendation of respective Dean.

The prescribed form for issuance of Vehicle Sticker shall be available on University Website.

This issues with the approval of the Competent Authority.

Copy to:

1. All Deans & Directors
2. Proctor
3. Chief Warden/All Wardens
4. AR to Hon’ble Vice Chancellor
5. SO to Pro-Vice Chancellor
6. AR to Registrar
7. Incharge - UITS – with a request to upload a copy of the Circular on the University website.
8. Office copy

(2/6/18)
Deputy Registrar(Security)

Dr. Vijay Kumar
Proforma for issuing the Vehicle Entry Sticker to the Campus Students of the University:

<p>| | |</p>
<table>
<thead>
<tr>
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<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Name of the Student</td>
</tr>
<tr>
<td>2.</td>
<td>Enrollment No.</td>
</tr>
<tr>
<td>3.</td>
<td>University School of Studies/Centre</td>
</tr>
<tr>
<td>4.</td>
<td>Course Name &amp; Semester</td>
</tr>
<tr>
<td>5.</td>
<td>If Hostler, Room no. &amp; Name of the Hostel</td>
</tr>
<tr>
<td>6.</td>
<td>Driving License no. &amp; Date of Validity</td>
</tr>
<tr>
<td>7.</td>
<td>Vehicle Registration No.</td>
</tr>
<tr>
<td>8.</td>
<td>Vehicle Registration in the name of</td>
</tr>
<tr>
<td>9.</td>
<td>Relation with the Student</td>
</tr>
<tr>
<td>10.</td>
<td>Type of Vehicle(Scooter/Motor Cycle/four wheeler)</td>
</tr>
<tr>
<td>11.</td>
<td>Make/Company</td>
</tr>
<tr>
<td>12.</td>
<td>Color of Vehicle</td>
</tr>
<tr>
<td>13.</td>
<td>Residential Address</td>
</tr>
<tr>
<td>15.</td>
<td>Residential Telephone Number</td>
</tr>
</tbody>
</table>

**NOTE:**

2. Vehicle should be in the name of Student/Father/Mother/Sibling/Spouse/Relative.
3. Sticker for One Four Wheeler Vehicle & One Two Wheeler Vehicle be issued to an student (Please fill up separate form for each Vehicle).
4. Hostler should enclose the Hostel I-Card/receipt.

**Undertaking**

I hereby declare that I will abide by the Security/Traffic rules & regulations issued/circulated by University Administration from time to time. I also promise to Security Branch in the event any change in above mentioned particulars or in case of sale of my Vehicle or loss. I promise prominently display the Vehicle Sticker on the front side of the two wheeler.

Dated: ___________  
Signature of Student

**Recommendation of Dean/HOD**

**Security Branch**

Issued Vehicle Sticker No.: ___________

Dated: ___________  
Assistant(Security)