



योजना एवं वास्तुकला विधालय, भोपाल  
SCHOOL OF PLANNING AND ARCHITECTURE, BHOPAL  
(Established by MoE, Govt. of India)  
Campus: Neelbud road, Bhauri, Bhopal, M.P- 462030, (INDIA)

**HA-9 House allotment Order for Regular with scholarship / Married PhD Scholars**

Ref No: SPAB/HAC/2025/

Date:

Dear Sir/ Madam,

HAC is pleased to inform you that your request for the providing Accommodation in SPA Bhopal campus has been approved by the competent authority wide letter no. **SPAB/HAC/2025/** Dated:

**Details of accommodation allotted by HAC**

Description	Particulars	Description	Particulars
Name of Person		Name of Department	
Designation	Regular PhD with Scholarship / Married Scholar	Name of Guide	
Period of Stay Granted		Type of Allotment	Shared, 04 scholars in one Flat
Name of Building		Allotted House/Flat	
Details of Monthly House rent and other Charges			
License fee	As per Institute Norms	Electricity Charges	As per consumption & Rates
Water Charges	As per Institute Norms	Maintenance Charges	As per Institute Norms
Schedule of Payments	Charges will be required to deposit in Institute Account provided by F & A		

You are requested to contact with **Estate Office** to take the possession of allotted house/seat and shift within 07 days. Your allotment is subjected to the institute House Allotment Rules and amendment modification made from time to time. The allottee and Estate office must inform the date of possession of the allotted house in prescribed format (HA-10) to HAC. You will be required to deposit Semester wise house rent and other charges as declared in advance to institute account provided by F&A. Balance will be adjusted at the end of the semester. Those will not pay the advance rent & charges in time their accommodation will be cancelled immediately.

**Copy to following concerned departments/Persons:**

1. Director SPA Bhopal: For Information
2. Registrar SPA Bhopal: For Information
3. Head/Guide: For Records and Information
4. HAC SPA Bhopal: For Records
5. ESO SPA Bhopal: For Possession, Inspection & Vacating
6. Maintenance cell: For required assistance
7. Finance and Accounts: For House rent & other Charges
8. Academic Section: For Records & issuing ID
9. Dean FW: For informing other residents
10. Sports/Gym In charge: For Information

**Signature**

**HAC Chairperson**