

## **Temporary Residential Facility (TRF) Reservations: Returns to the Regular Card System.**

The following suggestions about the TRF booking system were made during the meeting with Deans and pertinent administration offices of TRF on June 29, 2022, under the direction of the Vice Chancellor:

- Special guidelines were implemented in COVID Pandemic time (on 06.04.2021) for TRF booking, which will be phased out on July 10,2022.
- The normal TRF **card booking system\*** will resume on July 11, 2022.
- The minimum distance considered for the TRF facility at CRC will be reduced to **30 km from 50km.** (KRC and MCR remain as 25 km distance).
- The TRF facility will only be available for on-campus practical work. If the TRF facility is required for any other academic activities or circumstances, a special approval from the Director/Student Welfare is required.

### **\*Note: Card Booking System of TRF**

1. *Students must verify the distance (greater than 30 kilometers) from the Student Affairs/Welfare division and seek approval.*
2. *Obtain a TRF card from the Student Affairs division/Regional Centre AD's office by payment of a total of Rs. 1500 (Finance Division) after seeking approval from the Student Affairs division (Rs.1500=Rs.1000 refundable deposit + Rs.500.00 /accommodation charge for 20 nights=Rs.1000). A student is entitled to three (03) TRF cards per academic year (60 nights) and not to exceed six (06) consecutive nights at TRF.*
3. *The duly completed TRF Card should be submitted to the relevant academic coordinator at CRC, KRC, or MRC Assistant Director in KRC/MRC in the absence of a member of the academic staff and obtained approval.*
4. *If a student fails to present the TRF card to a sub-warden, she/he can occupy two nights at TRF with a payment of Rs.100 as a temporary measure.*
5. *Then, present the approved TRF card to the Sub-warden and get the facility.*

*Students shall obey the rules and regulations of the TRF during their stay in the TRF.*

**Thank You,**

**K.A.J.M.Kuruppuarachchi/ Director/Student welfare**