



**GANJAM COLLECTORATE, CHATRAPUR.**  
**(ST & SC DEVELOPMENT M & BCW SECTION.)** ☎:06811-263977  
**E-mail ID- [dwoqanjam@gmail.com](mailto:dwoqanjam@gmail.com)**

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Letter No. 3696 /SSD

Dt. 30.08.2025

To

The Dist. Informatics Officer, NIC, Ganjam.

Sub:

Hoisting of this advertisement for admission of ST & SC students (Both boys & girls ) in Urban Hostel Complex, Ambapua (Berhampur).

Sir,

In inviting a kind reference to the subject cited above and in enclosing herewith a copy of this office Advertisement no. 3682/SSD dated: 30.08.2025 for admission of ST & SC students (Both boys & girls ) in Urban Hostel Complex, Bhabinarayanpur (Berhampur). I am to request you to hoist the same in the Dist. website for wide publicity of general public/ students.

Yours faithfully,

**District Welfare Officer,**  
**Ganjam, Chatrapur**

**OFFICE OF THE COLLECTOR & DISTRICT MAGISTRATE: GANJAM  
(ST & SC DEVELOPMENT SECTION)**

Tel. No-06811-263977

E-mail: [dwoganjam@gmail.com](mailto:dwoganjam@gmail.com)

No. 3682 / SSD

Date: 30/8/2025

**Advertisement**

**Advertisement for admission in Urban Hostel Complex for ST & SC (Boys & Girls)**

ST & SC Development Department, Govt. of Odisha invites application from ST & SC Students studying in Post Matric Level Courses in Berhampur (within 30 Kms) for availing hostel facilities in its two Urban Hostel Complexes at Ambapua (500 seats for Girls )and (500 seats for Boys), Berhampur, Ganjam.

**Eligibility criteria:**

1. Applicant shall be a resident of Odisha and shall belong to ST/SC community.
2. Applicant shall be pursuing/have secured admission in Post Matriculation General/ Technical or Professional courses in any Govt. or recognized Private Colleges/Institute in and around Berhampur only.
3. The annual income of the parents/guardians of the applicant shall not exceed Rs.2,50,000/- per annum.
4. The duration of course for which the applicant is seeking residential facility shall be for 2 years or more.

**Allocation of seats in the Urban Complex Hostel at Ambapua, Berhampur**

- Out of the total seats available; 80% of the seats would be reserved for ST students while remaining 20% for SC students.
- Further, of the total seats, 40% seats will be reserved for the +2 courses, another 40% for the graduate and post-graduate courses (with equal distribution in all the 3 streams i.e. Arts/Science & Commerce) and remaining 20% for technical and professional course.
- Allocation of seats will be made purely on merit basis.

**Application process:**

- Applicants are requested to access <http://ori.nic.in/odishapms> & [www.ganjam.odisha.gov.in](http://www.ganjam.odisha.gov.in) and download a copy of the application form.
- Applicant shall submit the application form, in hard copy to the O/o District Welfare Officer, Ganjam, Chatrapur, PIN: 761020 along with following supporting documents for further processing.
  - Copy of the caste certificate issued by an officer not below the rank of Tahasildar.
  - Income certificate issued by Revenue Officer.
  - Copy of mark sheet of the last examination appeared. Proof of admission/continuation in the mentioned course in the college/institution.
  - Copy of School/College leaving certificate/migration certificate & Conduct Certificate of the last School/ College attended.
  - 03 nos. of recent passport size color photographs should be attached with the application.

In case of further queries, the applicant may contact with the O/o DWO, Ganjam, Chatrapur Contact No.06811-263977, Mail ID: [dwoganjam@gmail.com](mailto:dwoganjam@gmail.com) and ADWO, O/o the Sub-collector, Berhampur.

**APPLICATION FORM FOR SEEKING HOSTEL FACILITY IN THE URBAN EDUCATION COMPLEX OF ST & SC DEVELOPMENT DEPARTMENT, GOVERNMENT OF ODISHA.**

- Name of the Applicant:
- Date of Birth:
- Gender:
- Category-SC/ST (Attach a Copy of Caste Certificate):
- Mention Caste & Sub-Caste:
- Whether belonging to any Particularly Vulnerable Tribal Group (Please Name the Tribe):
- Applicants Mobile No.:
- Applicant's Photo-Identity (Voter Card/Aadhar Card/Driving License/any other) No:  
(Attach a copy of Photo-identity proof)
- **Details of Parent/Guardian (Father/mother/Any other):**
  - Name
  - Relationship with Applicant
  - Contact Number
  - Major occupation of the parents/guardian
  - Annual Family Income:
- **Name & Contact No. of Local Guardian (if any) Mobile :**
  - Present address :
  - Permanent Address :
- **Health Profile of the Applicant :**
  - Blood group :
  - Any identification mark :
- Have you suffered any major health problem/disorder in last 3 years. If yes, mention the details:
- **Academic Details of the Applicant.**

Affix self  
attested recent  
PP size colour  
photograph

Name of the Examination (Starting from Matriculation)	Board/University	Year of Passing	Division/ Grade	% of Marks

*(Attach self attested photo-copies of Mark-sheets and Certificate of the last Examination passed)*

• **Details of the course for which hostel facility is sought in Urban Hostel Complex:**

- Name of the Course pursuing:
- Duration of the Course:

- Presently in which year/semester of the course pursuing
- Name & Address of the College/Institution in which course is being pursued :  
(Attach Proof of admission/Continuation in the mentioned course and college/Institution)

Date:

Place:

*Signature of the Applicant*

**Self Declaration by the Applicant**

I \_\_\_\_\_  
Daughter/Son/C/o

\_\_\_\_\_ hereby declare that the information given by me in the application form is true to the best of my knowledge. I also undertake that at any stage if it is found to the satisfaction of the appropriate authority that the information supplied in the application form is false, I may be penalized as per law.

I further declare that I have no objection for utilization of my maintenance allowance component of Post-Matric Scholarship by the District Welfare Officer, Ganjam towards mess-management in the hostel.

*Signature of the Applicant*

Applicants shall submit the application forms in hard copy duly filled up with the following documents by ..... through the Speed post/Registered post/ in person in District Welfare Office, Ganjam, Chatrapur, PIN: 761020.

- a) Copy of the caste certificate issued by an officer not below the rank of Tahasildar.
- b) Income certificate issued by Revenue Officer.
- c) Copy of mark sheet of the last examination appeared. Proof of admission/continuation in the mentioned course in the college/institution.
- d) Copy of School/College leaving certificate/migration certificate & Conduct Certificate of the last School/ College attended.
- e) 03 nos. of recent passport size color photographs should be attached with the application.

Application without above documents shall be rejected without any intimation. Draft merit list of the selected applicants will be published in District Website [www.ganjam.odisha.gov.in](http://www.ganjam.odisha.gov.in) The selected applicants are required to produce their original document during the period of admission. If any applicant fails to complete the admission formalities within the given time frame, the next candidate in the merit list shall be offered the seat.

In case of further queries, the applicant may contact with the O/o DWO, Ganjam Contact No.06811-263977.

**Tenure of Stay for admitted students in the Urban Hostel Complexes.**

- Candidates admitted to urban hostel complex would be allowed to stay till the completion of the course for which she has been given the residential facility in the urban hostel complex.
- In case a particular student continues to the next level of education (for ex- from +2 to graduate level courses), they need to apply afresh for admission to hostel.
- For re-admission, the marks obtained by the student in the last examination would be taken into consideration.

**Facilities for the Boarders:**

- Boarders of the urban hostel complex shall be provided with free residential facility in the hostel with provision of one set of Cot, Mattress, Bed Sheet, Pillow with cover and one unit of Table & Chair.
- Boarders shall be provided with free of cost food, as per the pre-defined menu, out of the Maintenance Allowance component of their scholarship (₹.1000/- per student/ per month , for maximum 10 months).
- Facilities like reading room, recreation room, activity room etc. shall be extended to the boarders based on the adherence to the Rules and Regulations defined by the authority.
- A model application form for seeking hostel facilities for Urban Hostel can be downloaded from the District Website [www.ganjam.odisha.gov.in](http://www.ganjam.odisha.gov.in) .

The detailed guideline, procedure of admission and application forms can be obtained from the District website: [www.ganjam.odisha.gov.in](http://www.ganjam.odisha.gov.in) . Applications with all documents duly filled in should reach to this office by 10.09.2024 via Speed Post/Regd. Post. Incomplete application will be rejected without assigning any reason thereof.



**GANJAM COLLECTORATE, CHATRAPUR.  
(ST & SC DEVELOPMENT SECTION)**

**Tel. No- 06811-263977 Email Id:- [dwoganjam@gmail.com](mailto:dwoganjam@gmail.com)**

No. 3683 /SSD

Date: 30/ 8/ 2025

**Advertisement for admission of ST & SC Students (Both Boys & Girls) in  
Urban Hostel Complex, Ambapua, Berhampur, Ganjam.**

Applications from intending ST & SC Students (Both Boys & Girls) studying in Post Matric Level Courses in Berhampur (within 30 Kms) are invited for availing hostel facilities in SSD Deptt. run 500 seated (Girls) and 500 seated (Boys) Hostel at Ambapua , Berhampur, Ganjam.

The detailed guideline, procedure of admission and application forms can be obtained from the District website [www.ganjam.odisha.gov.in](http://www.ganjam.odisha.gov.in) Application with all documents duly filled in should reach the District Welfare Office, Chatrapur, Ganjam, PIN: 761020 by 10.09.2025 through Speed Post/ Regd. Post/ in person. Incomplete applications will be rejected without assigning any reason thereof.

**District Welfare Officer  
Ganjam, Chatrapur**

ଜିଲ୍ଲାପାଳ ତଥା ଜିଲ୍ଲା ମାଜିଷ୍ଟ୍ରେଟ କାର୍ଯ୍ୟାଳୟ, ଗଞ୍ଜାମ  
(ଅନୁସୂଚିତ ଜନଜାତି ଓ ଅନୁସୂଚିତ ଜାତି ଉନ୍ନୟନ ଉପବିଭାଗ )

ଦୂରଭାଷ-୦୬୮୧୧-୨୬୩୯୭୭

ପତ୍ରସଂଖ୍ୟା - ୩୬୮୪

ତାରିଖ- ୩୦/୦୮/୨୦୨୪

**ବ୍ରହ୍ମପୁର ସହରାଞ୍ଚଳ ଛାତ୍ର ଓ ଛାତ୍ରୀ ନିବାସରେ ରହିବା ନିମନ୍ତେ ବିଜ୍ଞାପନ**

ମାତ୍ରିକ ପର ଶିକ୍ଷା ଗ୍ରହଣ କରୁଥିବା ସମସ୍ତ ଅନୁସୂଚିତ ଜନଜାତି ଓ ଅନୁସୂଚିତ ଜାତି ବର୍ଗ ର ଛାତ୍ରଛାତ୍ରୀ ମାନଙ୍କ ଠାରୁ ବ୍ରହ୍ମପୁରରେ (ଭାବିନାରାୟଣପୁର) ଥିବା ସହରାଞ୍ଚଳ ଛାତ୍ରାବାସ ଓ ଛାତ୍ରୀ ନିବାସରେ ରହିବା ନିମନ୍ତେ ଚଳିତ ଶିକ୍ଷାବର୍ଷ ୨୦୨୪ -୨୬ ନିମନ୍ତେ ଦରଖାସ୍ତ ଆହ୍ୱାନ କରାଯାଉଅଛି। ଏଥିନିମନ୍ତେ ଦରଖାସ୍ତ ନିର୍ଦ୍ଧାରିତ ଫର୍ମ ରେ ସମସ୍ତ ଆବଶ୍ୟକ ସାର୍ତ୍ତିକେତ ସହ ଜିଲ୍ଲା ମଙ୍ଗଳ ଅଧିକାରୀ ,ଗଞ୍ଜାମ, ଛତ୍ରପୁର ନିକଟରେ ତା- ୧୦/୦୯/୨୦୨୪ ରିଖ ସୁଦ୍ଧା ରେଜିଷ୍ଟର ଡାକ/ସ୍ୱୀତ ପୋଷ୍ଟ ଦ୍ୱାରା ଦାଖଲ କରିବେ। ଏହାର ବିଶଦ ନିୟମାବଳୀ, ଯୋଗଦାନର ପ୍ରଣାଳୀ ଇତ୍ୟାଦି ଜିଲ୍ଲା ୱେବ ସାଇଟ [www.ganjam.odisha.gov.in](http://www.ganjam.odisha.gov.in) ରେ ଉପଲବ୍ଧ ଅଟେ। ଅସମ୍ପୂର୍ଣ୍ଣ ଦରଖାସ୍ତକୁ ବିଚାର କୁ ନିଆଯିବ ନାହିଁ।

  
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ଜିଲ୍ଲା ମଙ୍ଗଳ ଅଧିକାରୀ  
ଗଞ୍ଜାମ, ଛତ୍ରପୁର