

# GENERAL INSTRUCTIONS TO STUDENTS

## DESIROUS OF UTILISING VIGNAN TRANSPORT 2011-12

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1. VIGNAN TRANSPORT works with an objective to run Vignan buses transporting students desirous of utilizing Vignan Transport from a **Viable Point** on high ways [as nearest as possible to the student's choice of boarding point] leading to the Institutions concerned on **“NO PROFIT NO LOSS BASIS”**.
2. Certain routes will be TENTATIVELY listed based on previous year's routes. But for the current year (2011) VIABLE ROUTES will be designed initially, and it will be TENTATIVELY notified, based on students paying BUS FEE in advance in 2011 with information about their choice of boarding points. But CONVENIENCE to majority students in the bus **“ON FIRST PAID FIRST SERVED”** will be the criterion. It is to be NOTED that at a later point of time, for the sake of a small number of students, the decided VIABLE ROUTE course **WILL NOT BE CHANGED**. VIABLE POINTS ON HIGHWAY ON VIABLE ROUTES will be finalized based on the CONVENIENCE to MAJORITY STUDENTS paying BUS FEE in advance with CLEAR INFORMATION about their choice of POINTS OF BOARDING. HOWEVER VIABLE ROUTES and BOARDING POINTS WILL be decided and notified communicated after examining the entire information. HOWEVER the priority will be given to viability and FIRST PAID FIRST SERVED BASIS. There is scope for change of tentatively fixed route course to a viable route after examination of boarding points as desired by the students and the number of viable students. Those willing for the viable routes, to be decided later, may continue utilizing VIGNAN Transport services. Others, if unwilling, fee will be refunded (95%) on their application for refund. Without paying bus fee in advance, choice of boarding points can not be examined – because of the FIRST PAID FIRST SERVED rule however subject to viability.
3. BUS FEE for 2011-12 is fixed based on the audited INCOME & EXPENDITURE of 2010-11 and **planned budget** of 2011-12. BUS FEE should be paid in advance in full with the details of choice of BOARDING POINT (to examine route viability). Since budget BUS FEE is fixed on the basis of “NO PROFIT – NO LOSS” - delayed payment, concessions etc are not permitted. Delayed payment may be accepted, in exceptional cases like vacant seats available or willingness to stand and travel. But it entails penalty; but, usually it will not be permitted.
4. All efforts and exercises will be made to accommodate all ‘advance bus fee paying students’ based on information (like choice of boarding points, bus fee paid). But in spite of our best efforts, in a very few cases, a slight overload may become inevitable in a few routes, that is, viable routes. This has to be noticed. Those unwilling for overload – (i.e – standing) - **may apply for refund of bus fee within a week after notifying viable routes, and on their**

**application, (within a week after finalizing viable routes and viable stops) refund will be arranged within 15 days @ 95%.**

5. It may so happen that advance bus fee paying students likely to board at nearest points to the institutions may not practically have seats available for them to sit, may be, they have to stand, if they are willing. Normally overloads occur from the nearest / last points of boarding to the institutions. **THIS MAY PLEASE BE NOTED** BY STUDENTS BOARDING at nearest / last points of boarding. Those not willing for either overload (standing) or for viable stops being not convenient may apply for refund, if they are not willing for traveling in standing posture within a week after notifying viable routes and viable stops that they are not willing for overload / standing / inconvenient bus stops etc – bus fee will be refunded (95%) within a fortnight.
6. The tentative BOARDING POINTS based on 2010-11 experience and data are listed initially. Students willing to utilize Vignan Transport bus facility may choose their convenient boarding points from among the boarding points tentatively listed and inform in the bus fee receipt column. Please note that our exercise for viable routes in 2011 will be based on information from bus fee receipts of FIRST PAID FIRST SERVED BASIS from all the students paying bus fee for 2011. However a very few new points may get approved in the current year (2011) if a good number of students (more than 10) are likely to board at a such new points and if that route and points will be viable. Such students may have to inform the Transport Supervisor – Manager about the new points they wish to board to examine separately. Similarly a very few boarding points tentatively listed now may be eliminated if it is proved unviable (for the reasons like no students, very few number of students or unviability or Traffic police rules etc). In such cases of unviable points, such students unwilling to utilise Vignan Transport may apply for refund within a week after notifying the viable routes and points and 95% will be refunded within a fortnight. It is needless to state that they may have to make their own Transport arrangements in such cases and Vignan Transport is not liable to provide transport in such cases.
7. Please cooperate in giving choice of boarding point information, besides paying bus fee in advance to enable finalizing viable routes and viable boarding points as early as possible **for the convenience of majority** besides our priority for FIRST PAID FIRST SERVED. So finally, in nut-shell, small number may be in-convenienced for overload / standing / no convenient bus stop / not viable route etc. They have to decide whether to utilise Vignan Transport or not.
8. Points made above being so clear, no dispute will be entertained later and the decision of Transport administration will be final.
9. For any doubts, students may consult Transport Supervisor at the respective Transport Unit.

**VIGNAN TRANSPORT**