

Khudiram Bose Central College

71/2A, Bidhan Sarani, Kolkata - 700 006 □ Ph.: 033-2555 7102/3889

President

Debasis Mallick
M.Sc., LLB (Arbit)



Principal & Secretary

Dr. Md. Afsar Ali
Ph.D. (Chemistry), Ph.D. (Edu.)

Ref No. :

Date : 10.8.2024.....

Notice

(Extension of Application Submission Date for Refund of Library Caution Money)

To: **6th Semester Passed out Students of Year 2023**

Subject: **Extension of Application Submission Date**

With reference to our earlier notice dated 30.07.2024 in our college website, regarding the refund of Library Caution Money, this is to inform that the application submission date has been extended till: **17th August 2024**

All eligible students willing to claim a refund of their Library Caution Money are advised to submit their applications within the above-mentioned date. Ensure that your application must include U.G. last semester Mark sheet, Bank account details, Clearance from the Library and Departmental clearance certificate in college prescribed format attached herewith for your reference.

MA. Afsar Ali 10.8.24
(Dr. Md. Afsar Ali)
Principal
Khudiram Bose Central College
Kolkata-6

Application for the Refund of Library Caution Money Deposit

To,
The Principal
Khudiram Bose Central College
Kolkata 700006

Respected Sir,

I,..... S/D/o....., student of (course)..... with College Roll No. and college student ID I have successfully completed my degree from this college & therefore submitting the request for the refund of Library Caution Money deposited by me. Following documents and /bank details are hereby attached for your reference.

Kindly do the needful and oblige.

Thanking You,

Date: Signature of Student

Encl: 1.Original Receipt of Caution Money (if available) Name.....

2. Photocopy of Final Year/semester Mark sheet Mobile no.....

3. Photocopy of college Identity Card

4. Bank Account details : (Photocopy of first page Bank passbook)

Account holder's name, Account number:

Name of the Bank with Branch IFSC Code:

No-Dues from the Department (To be done by Student)

This is Certify that Mr./Ms.of (Course)..... has no dues from College Central Library.

.....
Signature of the Librarian with seal

Verification and No-Dues from the Department (To be done by Student)

This is Certify that Mr./Ms.....of (Course)..... was regular student ofDepartment. During this period he/she was not involved with any type of damage of college properties hence there is no dues against him/her.

.....
Signature of HOD with seal

For Accounts Office (Office Use only)

It is verified that Caution Money of Rs..... Was deposited by Mr./Ms..... of(Course) vide receipt no..... Dated..... Caution Money may be refunded/not refunded.

Signature of Accounts officer

Signature of Bursar

Signature of the Principal