



**B.P. PODDAR INSTITUTE OF MANAGEMENT & TECHNOLOGY**  
**Poddar Vihar: 137, V.I.P. Road, Kolkata – 700 052**

Ref. No. BPP/Notice/Reg/1399/2020

12.12.2020

**NOTICE**

All the B.Tech first year students are hereby notified that the library books will be issued from **Central Library (Room No.302, C-Block, 3rd Floor)**. Interested students may collect their books as per the schedule mentioned below.

Stream	Section	Date	Slot	Slot Timings
ECE	A	17.12.2020	1st half	1st half - 10 a.m. to 1 p.m. 2nd half - 2 p.m - 5 p.m.
	B		2 <sup>nd</sup> half	
CSE	A	18.12.2020	1st half	
	B		2 <sup>nd</sup> half	
IT	-	19.12.2020	1st half	
EE	-		2 <sup>nd</sup> half	

**The students are further advised to submit the duly filled documents (Student Profile, identity card form, Student undertaking, Anti-ragging undertaking, Medical & eye testing certificate) issued at the time of admission and two copies of passport size photograph for library card. Also student and parent are required to sign the hard copy of the filled up University registration form (will be provided by the Institute) on the day of collection of library books. Therefore, both student and parent are hereby informed to be present at the time of collection of books.**

In case of emergency the student may authorize someone (authorized person must carry one government provided identity proof) collect the library books and submit the required documents on their behalf. However, it is mandatory for both student and parent to sign the University registration form during any working day (except Monday and holiday) at the earliest.

Sd/-  
**Dr. Subhasish Pradhan**  
Registrar (Actg.)