

# SARADA MA GIRLS' COLLEGE

## LIBRARY NOTICE

Date: 08<sup>th</sup> August, 2024

### Sub: New Library Card

This is to inform all the newly admitted students of B.A / B.Sc.-I semester (Honours/General) that library membership forms are available in the college library from 12-08-2024 (Monday). Students can collect membership forms from the library on all working days between 11:00 a.m. to 3:00 p.m.

You are requested to bring the following documents:

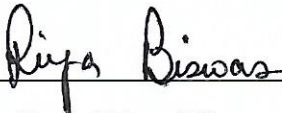
- 3copy recent colour passport size photographs
- 1copy of original admission payment receipt of respective semesters

After the submission of membership form, students can collect their set of library cards (including two library cards and one reading card) on the next three to four working day on the time mentioned above. Students are required to take special care to maintain the library borrower cards. Members are responsible for the entire set of library card issued to them

Library borrower cards are valid for the entire duration of the course to access library facilities. Cards have to be renewed after every academic year. At the end of the course borrower cards shall be returned to the library.

- **The process will be folded up on 31-08-2024. Please note that no further request for procuring cards after the stipulated date would be entertained.**



  
08/08/2024  
Smt. Riya Biswas  
Librarian  
RKVM, Sarada Ma Girls' College