

# SARADA MA GIRLS' COLLEGE

## LIBRARY NOTICE

Date: 11-11-2024

### Sub: Notice of Library Card Renewal And New Library Card

It is hereby notified to all the B.A / B.Sc / General (III & V semester) and M.A / M.Sc (III semester) to visit library from 12<sup>th</sup> November to 30<sup>th</sup> November, 2024 for renew their library cards and process of new library cards as soon as possible.

The students should bring the following documents for renewal:

- Old library cards (including 2 Lending cards & 1 Reading card)
- 1 copy recent colour passport size photograph
- 1 copy of admission payment receipt of respective semesters

And

The students should bring the following documents for issue of new library card:

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

**Time: 11:00 A.M to 3.00 P.M in the library on all working days**

**\*Note: Please be noted that this is mandatory for all students**

By order

*Riya Biswas* 11-11-2024

Smt. Riya Biswas  
Librarian  
Sarada Ma Girls' College

*Dr. Manjari Bhattacharya*  
Principal

Sarada Ma Girls' College  
Barasat, Kolkata- 700126

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