

**DR. B. C. ROY ENGINEERING COLLEGE
ACADEMY OF PROFESSIONAL COURSES**

Date: 10.10.2020

ISSUANCE OF BOOKS FROM BOOK BANK – 2nd & FINAL ROUND (during COVID-19 situation)

This is for the information of all Students that Dr. B. C. Roy Engineering College Academy of Professional Courses will issue Books from Book Bank as per the following schedule.

<u>DATE</u>	<u>BRANCH - BATCH</u>	<u>TIME</u>	<u>ROLL NOS OF STUDENTS</u>
14.10.2020	BBA – 2019-2022	10.30AM - 01.30PM	All pending students
14.10.2020	BBA – 2018-2021	10.30AM - 01.30PM	All pending students
15.10.2020	BCA – 2019-2022	10.30AM - 01.30PM	All pending students
15.10.2020	BCA – 2018-2021	10.30AM - 01.30PM	All pending students
16.10.2020	BBA(HM) – 2019-2022	10.30AM - 01.30PM	All pending students
16.10.2020	BBA(HM) – 2018-2021	10.30AM - 01.30PM	All pending students

Please note the following important instructions:

1. On the same visit to the Central Library, a student **will return ALL books of Book Bank** borrowed as on date and will collect fresh set of books from Book Bank. So, unless the return process is completed, the set of new books cannot be issued.
2. Students need to come by exactly following the schedule, **NOT ON ANY OTHER DAY**. On the scheduled date, the return/issuance process will be carried out only during **10.30 AM - 1.30 PM**.
3. On a scheduled date, students will be provided the service in first-come-first basis.
4. Students without College uniform and proper mask will not be allowed to be a part of the process and while waiting in the queue adequate distancing needs to be maintained.

Dr. Saurabh Dutta

Principal, Dr. B. C. Roy Engineering College