



# SHRI SHIKSHAYATAN COLLEGE

## NOTICE

B.Com (H) – 2<sup>nd</sup> year Morning & Evening students, Session – 2017-2018 are required to pay their fees as per following details:

- Date : - 29/07/2017 (Saturday)
- Time : - Names starting with alphabet  
A-H: 10:00 AM  
I-R: 11:00 AM  
S-Z: 12:00 Noon
- Amount :- Rs. 44,130/= (Rupees Forty four thousand one hundred thirty only)
- Venue :- Room No. – 005/006 (Ground Floor)
- Payment Mode :- Pay Order/Demand Draft in favour of "SHRI SHIKSHAYATAN COLLEGE" payable at Kolkata.

**All students have to follow the procedure given below:**

1. Prepare Pay Order / Demand Draft for the fees amount.
2. Log in to the Student Portal with your User Code (Barcode of ID card).
3. Default password for all students is "welcome". Please change your password at the time of first login. Your password should be within 10 character. Please retain your own password for future requirements.
4. Go to Students Console – Challan with Draft details menu.
5. Enter Draft details and generate Challan.
6. Print this fees Challan for submission of fees. (Landscape /A4 size)
7. Submit the printed Challan along with Draft at the time Fees Submission.

**Students should produce their 1<sup>st</sup> year Fees Challan and I.D. card also.**

Date: - 25.07.2017

**Dr. Aditi Dey**  
**Principal**

Principal  
Shri Shikshayatan College  
11 Lord Sinha Road  
Kolkata 71