



Ref. No. : IQMC / SA / 26 - 27 / 011

Date: 07-02-2026

NOTICE **ISSUANCE OF LIBRARY CARD: Reg.**

1. All the students of first semester (academic session 2025 – 2026) are hereby informed that they need to procure their library card within 14-02-2026 (Saturday) from Central library (2nd Floor, Annexe Building).
2. Students need to report as per the shared schedule:

DATE & DAY	TIME		ROLL NO.		NO. OF STUDENTS
	FROM	TO	FROM	TO	
09-02-2026 (MONDAY)	02:00 P.M.	06:30 P.M.	001	050	50
10-02-2026 (TUESDAY)	02:00 P.M.	06:30 P.M.	051	100	50
11-02-2026 (WEDNESDAY)	02:00 P.M.	06:30 P.M.	101	150	50
12-02-2026 (THURSDAY)	02:00 P.M.	06:30 P.M.	151	200	50
13-02-2026 (FRIDAY)	02:00 P.M.	06:30 P.M.	201	250	50
14-02-2026 (SATURDAY)	02:00 P.M.	06:30 P.M.	Extra day for students who have missed out on the assigned date		

3. Regular academic activities will be followed on these days.
4. **Students need to carry:**
 - a. Three (03) copies of recent stamp size photograph.
 - b. Xerox of admission letter / photograph of the payment slip / xerox of anyone photo ID proof from Aadhar card / PAN card / voter card / passport / driving license.



Distribution:

- (i) Chairperson, Library Committee
- (ii) H.O.D's / In-Charges of respective Departments
- (iii) Dean / Deputy Dean – Academics / Student Affairs'
- (iv) Central Library
- (v) College website's notice board

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Officiating Principal
Principal
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