



Presidency University
Hindoo College (1817-1855), Presidency College (1855-2010)
86/1 College Street, Kolkata 700 073

Ref. No: PU/FC/443/notice/2023

Date: 31.08.2023

Notice

In continuation to this office notification No: FC/436/notice/2023 dated 25.08.2023, this is to inform all concerned that the office of the Controller of Examinations are distributing **UG and PG Final Year Grade Cards** of academic session 2022- 2023 (refer the notice of the Controller of Examinations for the schedule).

The availability of the payment portal has been extended till 30th September, 2023.

The students are required to produce at the time of collection of Grade Card

- 1) **Original ID Card**
- 2) **Original Registration Certificate**
- 3) **No Dues Certificate issued by the Department**

This will be issued after receiving Clearances from the Head of the Department, the Dean of Students (for Hostel Clearance only) and Library.

4) Financial Clearance: *UG Students are required to clear their **financial dues (tuition fees, examinations fees or any other dues) of 2nd semester** (at least two days before) before collecting the grade cards. Outgoing UG students can pay their dues in the following payment portal. The payment portal will be available till 30th September, 2023.*

<https://www.onlinesbi.sbi/sbicollect/icollecthome.htm?corpID=469266>

*Select **Payment Category** as UG/PG REGULAR/BACKLOG Examination*

ALL UG STUDENTS ARE REQUIRED TO CLEAR FINANCIAL DUES WITHIN STIPULATED DATES. PAYMENT LINKS MAY NOT BE AVAILABLE LATER FOR CLEARING THE DUES. BUT GRADE CARDS MAY BE COLLECTED LATER

Students are advised to clear all the dues one day before Grade Card collection as per schedule. Produce the clearances to the Students section.

*All Students are required to collect the **No Dues certificate** from the department after clearing all dues for collecting the Grade Cards. A blank No Dues Certificate is attached herewith.*

Grade Cards can be collected two working days after payment of financial dues.

Sd/-
Secretary,
Faculty Councils



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NO DUES CERTIFICATE

This is to certify that the following student has no dues from the Department, Library, Hostel, ICT section as per the information provided by the student's section.

Course Level: UG/PG

Department:

Registration Number:

Examination Roll Number:

Name:

Signature of the Student:

**Signature of the office/ HoD with Stamp
and date**