



**INDIAN INSTITUTE OF ENGINEERING SCIENCE AND TECHNOLOGY, SHIBPUR  
HOWRAH – 711 103**

No.107F/2024-25/068

Date : 26.12.2024

**CIRCULAR**

The UG and PG students who are not yet opened their Savings Bank Account at UCO Bank, BESU Branch located at the ground floor of the Science & Technology Building, IEST, Shibpur are again requested to contact with the Branch Manager as per the following schedule for opening the account. As per the existing system, the Academic Fees and Hostel Accommodation Fees (except Mess Fees) at the time of their semester registration and also during the course of their study shall be collected directly from their account. Under the system, the bank will collect the fees from the student's bank account and transfer the amount to the Institute account as per the demand raised by the Institute against individual students.

STUDENT CATEGORY	DATE
UG Student – Admission Year 2024-25 (presently in 1 <sup>st</sup> sem)	26 <sup>th</sup> , 27 <sup>th</sup> , 30 <sup>th</sup> & 31 <sup>st</sup> December, 2024
PG Student – Admission Year 2024-25 (presently in 1 <sup>st</sup> sem)	and 2 <sup>nd</sup> , 3 <sup>rd</sup> & 4 <sup>th</sup> January, 2025

The bank has decided to allow the present students to open savings bank account with Zero Balance Facility. The students are also advised to submit 3 (three) copies of recent photograph, copy of Aadhaar Card, PAN Card and Enrolment Certificate along with duly filled-in Account Opening Form available in the said Branch for opening of their account.

All dues related to Mess Section will, however, continue to be collected as per the existing system.

Sd/- Alok Kumar Maity  
Joint Registrar (Finance)

Copy forwarded for information and necessary action to :

1. P.S. to the Director
2. All Deans
3. Registrar
4. All Heads of the Departments/ Schools /Centres
5. The Chief Warden
6. All Hall Wardens
7. The Manager, UCO Bank, BESU Branch
8. Institute Website
9. File Copy.

Joint Registrar (Finance)