

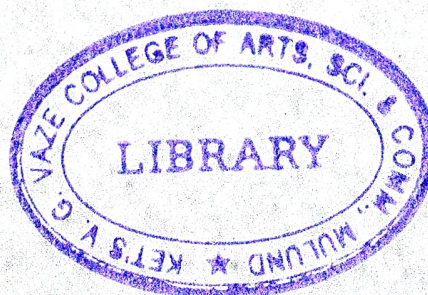
**K.E.T.'s V.G. Vaze College of Arts, Sci. & Comm.
(Autonomous)**

**IMPORTANT NOTICE for SY & TY-SFC students for collecting
IDENTITY CARDS and LIBRARY CARDS**

Date: 12th August 2022

The students of **SY and TY Classes of SFC Courses** are hereby informed that they should collect their **Identity Cards and Library Cards** from the **Self Financing Courses Section** of the **Library**.

- 1) Students will be provided two blank Library cards (One Home Issue Card and One Study Room Card) for the academic year 2022-23.
- 2) They should fill their details and paste their recent photos on the Library Cards and submit them immediately. (Instructions in detail have been provided at the end of the notice)
- 3) The submitted Library cards will be stamped by the Library Counter Staff and issued to the student along with their Identity card.
- 4) Those students who do not complete the Library cards formalities will not be issued Identity cards. Hence they should complete the Library cards formalities immediately.
- 5) Students should strictly follow the class-wise schedule mentioned in this notice.
- 6) Students not completing formalities on time will face strict disciplinary action.

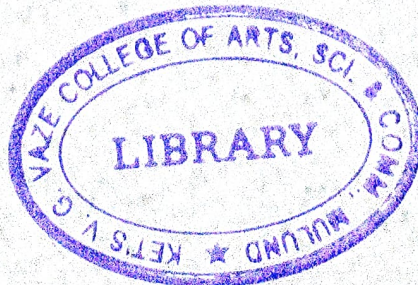


Schedule for Distribution of Identity Cards and Library Cards

Day & Date	Time	Class
Thursday, 18/08/2022	10.30 am to 12.30 pm	TYBI & TYBVOC
Saturday, 20/08/2022	10.30 am to 11.30 am	TYBT
Monday, 22/08/2022	10.30 am to 12.30 pm	SYBI
	11.30 am to 12.30 pm	SYBT
Tuesday, 23/08/2022	10.30 am to 12.30 pm	SYAF Div A & Div B
Wednesday, 24/08/2022	9.30 am to 10.30 am	SYBAMMC
	10.30 am to 11.30 am	SYIT
Thursday, 25/08/2022	10.30 am to 12.30 pm	TYAF Div A & Div B
Friday, 26/08/2022	9.00 am to 10.30 am	TYBVOC
	11.30 am to 12.30 pm	SYBVOC
Monday, 29/08/2022	10.30 am to 12.30 pm	SYBMS Div A, B & C
Tuesday, 30/08/2022	10.30 am to 12.30 pm	TYBMS Div A & Div B
	10.30 am to 12.30 pm	TYBAMMC Journalism

INSTRUCTIONS TO STUDENTS FOR FILLING THE LIBRARY CARDS

- Blank Library cards will be provided to bonafide students admitted to the current academic year **2022-23, as per schedule.**
- Students are requested to fill the information on their **Library cards** in neat and legible handwriting.



3. Use black /blue ball pens or marker pens only, please **do not use gel pens**.
4. Please fill all the details including your **Class, Div. and Roll No.** on both your cards, do not leave any field empty. Please fill your **Full name, complete postal address, mobile number and email id** as mentioned on your Admission Form.
5. Both sides of the Library cards are to be filled properly. Incomplete cards will not be accepted under any circumstances.
6. Please use **newly clicked stamp sized photographs** for the library cards. Photographs in school uniforms will not be accepted.
7. Only **colour photographs** are to be pasted on the cards. Black and white photographs will not be accepted under any circumstances.
8. Paste the photographs strictly within the box provided, **do not stick over sized large photographs**.
9. Photographs on both cards should be same. Different photographs taken at different times will not be accepted under any circumstances.



Librarian