



অধ্যাপক এল. এন. সৎপতি
অধিকর্তা
Prof. L. N. Satpati
Director



ইউ জি সি - মানব সম্পদ উন্নয়ন কেন্দ্র, কলিকাতা বিশ্ববিদ্যালয়
UGC-HUMAN RESOURCE DEVELOPMENT CENTRE (HRDC)
(Formerly UGC-Academic Staff College)

University of Calcutta

92 Acharya Prafulla Chandra Road, Kolkata-700 009
Phone: 033-2351 9754 (Direct), 033-2350 8386: Extn. 291
Email: directorcuhrdc@gmail.com

Ref. HRDC-CU/ RP-AF/ 2020-21/ 01

19 February 2021

Notice: Read Very Carefully

[Payment of Registration Fee and Submission of Application Form for Participation]

Only **selected participants** of academic programmes organised by UGC-HRDC, University of Calcutta have to pay Rs. 1000/- (One thousand) each for joining in every course/ programme towards Registration Fee, to be paid in favour of '**University of Calcutta-A/C Academic Staff College**' either through Bank Transfer or Bank Draft, as per the following details.

- For Bank Transfer:** A/C Name: **University of Calcutta-A/C Academic Staff College**, A/C No.: **0151101015244**, IFSC: **CNRB0000151** (eleven digit), **Canara Bank**, College Street (Kolkata) Branch. Address: 6A, Shambhu Chatterjee Street, College Street, Kolkata- 700007.
- For Bank Draft:** Pay in favour of '**University of Calcutta-A/C Academic Staff College**'. The draft has to be submitted by hand only, during (12:00 noon to 03:30 pm) on the working days. No postal remittance will be accepted. Please write your name, mobile no., email id, and name of the programme for which selected. Payment by cheque is not allowed. Covid-19 protocols have to be maintained during by hand submission.
- Payment of registration fee is mandatory for confirmation of participation and to obtain the completion certificate, subject to other terms and conditions as per UGC guidelines.
- For online bank transfer of registration fee, a participant must email the transaction id along with the filled in Application Form (as received through her/ his email), duly forwarded by the competent appointing authority of the candidate. The email for the purpose is: officecuhrdc@gmail.com (please don't send to any other email).
- In the subject line of the email please follow the sequence as given here (without space after/before underscore): **Course Id_Name of Participant_2021_Application No._AF** (e.g. **IP01_Lakshminarayan Satpati_2021_000000_AF**). Use the same style for naming the attached files (i.e. Application Form and Receipt of Bank Transfer). Use **AF** for Application Form and **RBT** for Receipt of Bank Transfer.
- Please read this notice along with other notices published earlier. It may be noted that all courses will be conducted online.

Director, UGC-HRDC
University of Calcutta