



VIDYASAGAR COLLEGE

NAAC ACCREDITED

39, SANKAR GHOSH LANE, KOLKATA-700 006
PHONE : (Principal) - 2241-3018, (Office) : 2241-4447
Website : www.vidyasagarcollege.edu.in

Ref. No.

Date :

NOTICE

Newly admitted B.A./ B.Sc., regular undergraduate students of 2025-26 session are directed to obtain their Library Card from the Central Library (17 Bidhan Sarani Campus) after submitting (i) Acknowledgement Card and (ii) duly filled in Registration Form on and from 23rd February, 2026.

Registration form attached herewith this notice and also available in the Vidyasagar College Website (<https://www.vidyasagarcollege.edu.in/pdf/library-membership-form.pdf>) and in the Library Blog i.e. <http://vclibrary.wordpress.com>).

Students must submit the Library Registration Form along with Acknowledgement Card (received from College Office) in the Central Library between 12 Noon and 1:30 PM on all working days except Saturdays and holidays. Library Card will be issued after 3 PM on the next day of submission of application, depending on availability of staff and workload. This process will be continued till further notice. Students are requested to co-operate with the library staff. Access of Departmental Library to Hons. students will be governed by the concerned department.

The students concerned are directed to keep the library card in safe custody. The loss of library card shall have to be brought to the notice of the Librarian immediately for the issue of duplicate library card, after depositing fines as per norms. The student concerned shall, however, be held responsible if the library card, reported as lost is misused or if any book is taken away against such card in his/ her name. Students are further directed to follow the College Website and Library Blog for detailed information regarding the norms and other related information. In case of any dispute, loss of books or damage, the decision of the library committee is final. Issued Library Card will remain valid for one semester only. Borrowed books must be returned within one week after the completion of final semester examination. After each semester examination library card must be renewed before borrowing further books.

Aspita Dutta (Dey)

Librarian 16/02/26

Librarian-in-Charge
Central Library
Vidyasagar College
Kolkata-700 006

[Signature] 16/2/26

Principal

Principal
Vidyasagar College
Kolkata-700 006

Copy to:

1. College Website,
2. Notice Board,
3. Staff Room and
4. Office

Session: 20 ____ -20 ____



Vidyasagar College Central Library

39 Sankar Ghosh Lane, Kolkata- 6

Dept:

Adm. ID:

Roll No:

Section:

For Office use only

Central Library Membership Form

Name of the student:

(In capital)

College Roll No.:

Year (put tick mark): 1st Sem 2nd Sem 3rd Sem

4th Sem 5th Sem 6th Sem

Paste
your recent
self attested
passport size
photograph

Hons./ General:

Address: (correspondence)

Address (permanent):

(Mention 'DO' if both
are same)

Contact No.:

Contact No. (Alternative):

Email ID:

Received the Library Cards

Date:

Signature in full

To be filled by the student

Acknowledgement

Applied for the Central Library Membership as on (Date)

(Name), Roll No.:

Section Session Contact No.:

Signature of Dealing Assistant