



सत्यमेव जयते

GOVERNMENT GIRLS' GENERAL DEGREE COLLEGE

7, Mayurbhanj Road, Kolkata – 700023
Telephone No. : 033-2448-1160, 033-2448-1171
E-mail: gggdc.coll@gmail.com
Website: www.govtgirlsekalpur.com



Ref. No. :

Date :

SUPPORTING DOCUMENTS

7.2.1 Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual

Principal
Government Girls' General
Degree College
Kolkata

BEST PRACTICE 1

Financial Assistance for Purchase of Books/ Study Materials to needy and meritorious Students

The college has taken major efforts to facilitate the enrolled learners in every possible ways. Majority of the students in the college belong to minority sections and are first generation learners whose family incomes are mostly within Rs. 5000/- per month (estimated on the basis of income certificates submitted by candidates during admission time duly signed by councilors). So the college has felt the need to empower these meritorious but needy students in the best possible way by granting them book grant facilities keeping in mind the Central Government Scheme “*Beti Bachao Beti Parhao*” .

This initiative of the college from the very inception is one of the best practices organized by Students Welfare subcommittee every year. In every academic session, when new students enroll for Semester 1, they are made aware about this unique facility of the college on the Orientation Day by the Students Welfare Subcommittee members.

Under this Book Grant facility offered by the college, the needy and meritorious students are provided with one -time financial assistance to buy books and or contingency materials depending on their family means and merits. Students notice for the same with detailed instructions for applying under the same are circulated by the Students Welfare Subcommittee in the college notice board and in the website. The newly admitted students of Semester 1 (those interested) apply in plain paper addressing the Principal of the college stating the reason behind the requirement of this book grant . Then an interview is arranged for the applicants from Semester -1 Batch. The selection is conducted by the interview in presence of Students welfare sub-committee members , the Principal and the IQAC coordinator. Final selection of students is done on the basis of the interview. The grant is paid from the Students Welfare Fund of the college. The grant amounts to the applicants vary based on family means, their genuine needs and the final score in the last passed examination at 10+2 level.

During the pre Pandemic sessions 2018-2019 and 2019-2020, the students selected under the Book grant were asked to provide the books list they needed based on grant amount in consultation with the department teachers and the subcommittee members took the responsibility of purchasing the books and handover the same to the respective students . But in the post pandemic sessions from 2021-2022, the students purchase the books by their own and submit the bills to the subcommittee members. Then after the physical verification of books with the bills the grant amount is transferred to the respective candidates bank account through online mode.

Principal
Government Girls' General
Degree College
Kolkata

STEPS TO BE FOLLOWED FOR RECEIVING THE BOOK GRANT :

STEP I

- Application in plain paper addressing the Principal based on the notice circulated in the college notice board
- Reasons to be stated clearly in the application paper by the students why the grant is needed

STEP II

- Appearing in the interview on the scheduled date with original marshsheet and family income certificate duly signed by the local Councillor
- After final selection of the candidates based on merit and family means the books and or study materials to be purchased based on the grant amount approved

STEP III

- The bills of books / study materials purchased to be submitted to the Student's Welfare Subcommittee members for physical verification of items purchased and for receiving the grant in their respective bank accounts

BOOK GRANT FACILITIES RECEIVED SESSION 208-2019 TO 2022-2023

ACADEMIC SESSION	NO. OF APPLICANTS	NO. OF RECEIVERS	NO. OF STUDENTS BENEFITTED (%)	REMARKS
2018-19	24	24	100	9 students received Rs 800/- . rest received Rs. 550/- each
2019-20	36	23	63.89	12 absent . Two students received Rs. 900 each and the rest received Rs. 600/- each
2020-21	24	24	100	3 students – Rs.. 1000/-; 11 students – Rs. 700/- and the rest 10 received Rs. 300/-.
2021-22	31	31	100	3 students – Rs. 1000/- each and rest received Rs. 500/- each
2022-2023	24	04	16.67	Each received Rs.. 1500/-

SAMPLE COPIES OF NOTICE CIRCULATED IN DIFFERENT ACADEMIC SESSIONS TO APPLY FOR BOOK GRANT

NOTICE FOR BOOK GRANT
STUDENTS' WELFARE COMMITTEE
 Govt. Girls' General Degree College,
 7, Mayurbhanj Road, Kolkata
 30.11.2022

Students of Semester I for all departments are hereby informed that those who need financial assistance for purchasing books from the college may apply in **plain paper (one copy)** to the

The Principal
 Govt. Girls' General Degree College,
 7, Mayurbhanj Road, Kolkata-700023

The applications are to be submitted to the members of the Students Welfare subcommittee Smt. Sutapa Bose (Education Dept.) and Ms. Nafisa Sarkar (History Dept.) by **09.12.2022 (Friday) within college hours from 12 p.m to 2.30 p.m.**

The financial help to the students will be extended based on their family income status by an interview (the date will be notified later on).

Students are further directed to attach the

1. original family income certificate (duly certified by the local Councillor/Panchayat Head) along with their application forms and
2. a marksheet photocopy of 10+2 examination.

[Signature]
 Countersigned 30/11/22
 Principal
 Government Girls' General Degree College
 Kolkata

[Signature]
 30.11.2022
 Jt. Convener (s)
 Students' Welfare Committee

NOTICE
STUDENTS' WELFARE COMMITTEE
 Govt. Girls' General Degree College,
 7, Mayurbhanj Road, Kolkata
 20.08.2018

Students of all departments are hereby informed that those who need financial assistance for purchasing books from the Fund allotted to the Students Welfare Committee of the college may apply in **plain paper** to the

Officer In Charge
 Govt. Girls' General Degree College,
 7, Mayurbhanj Road, Kolkata-700023

The applications are to be submitted to the members of the Students Welfare subcommittee by **31.08.2018 (31st of August, 2018)** as per the schedule provided below. The financial help to the students will be extended based on their family income status.

Students are further directed to attach the photocopies of family income certificates (duly certified by the local Councillor/Panchayat Head) and marksheet of H.S along with their application forms. Verification with original documents will be done at the time of application submission by the members of the subcommittee. Students are therefore requested to bring their original documents at the time of application submission.

Faculty Member	Department wise break-up
1. Dr. Mousumi Bhar (Head, Economics Dept)	Commerce, Economics, Sociology.
2. Dr. Mumu Chakraborty (Asst. Professor, Chemistry Dept.)	Geography, Chemistry, Physics, Mathematics
3. Smt. Nafisa Sarkar (Asst. Professor, History Dept.)	History, Political Science, Urdu
4. Dr. Rajashree Dasgupta (Head, Geography Department)	English, Bengali, Arabic, Persian

[Signature]
 20/8/18
 Countersigned
 Officer-In-Charge

[Signature]
 20.8.18 Jt. Convener(s)
 Students Welfare Committee

[Signature]

Principal
 Government Girls' General Degree College
 Kolkata

SAMPLE OF APPLICAION LETTERS RECEIVED BY THE STUDENTS FOR APPLYING UNDER BOOK GRANT IN DIFFERENT ACADEMIC SESSIONS

To
The Principal
Govt. Girls' General Degree College
7, Mayor Bang Road, Kolkata - 700023

Subject: Book Grant Facilities

Respected Madam,

With due respect I beg to state that I Saima Hajat student of your college from English honours department, Semester I, Roll No. 134. I request to grant me books my reason is that our financial conditions is not so good. My father is running a "Paan shop" which is on rent. That's why I am applying for book grant facilities.

I hope you will understand my problem.

Date:

Your Faithfully
Saima Hajat
English honours
Sem. I, Roll 134

Session 2018-2019

To
The Principal
Government Girls' General Degree College
Fakulpur
Date - 01-11-2021

Sub-Application for Book grant.

Respected Madam,

With due respect, I would like to state that my name is Nisha Kumari. I am student of your college. I have a five family members. I like to mention that my mother is housewife, my father is a truck driver, and my elder brother is work in a bakery. My family monthly income is between 6000 to 8000. Due to this pandemic situation through out the world it has become difficult to earn money. My family economic condition is very poor.

Therefore I request to you kindly grant me books for studying further in this stream.

Thanking you

Your obedient
Nisha Kumari

Session 2021-2022



Principal
Government Girls' General
Degree College
Kolkata

Page | 5

SAMPLE OF LISTS OF SELECTION OF STUDENTS IN THE INTERVIEW BY STUDENT'S WELFARE SUBCOMMITTEE MEMBERS IN PRESENCE OF THE PRINCIPAL AND IQAC COORDINATOR (selection list of 2021 -2022 session)

LIST OF SEMESTER III STUDENTS APPLIED FOR BOOK GRANT IN THE SESSION: 2021-22
GOVERNMENT GIRLS' GENERAL DEGREE COLLEGE, KOLKATA

28/11/22

SL NO.	NAME OF THE CANDIDATE	DEPT.	COLLEGE ROLL NO.	MARKS OBTAINED SGPA SEM1	MARKS OBTAINED SGPA SEM3	FAMILY IMCOME (PA) IN RS.	WA NO.	EMAIL ID	REMARKS
1	Moniba Afifa <i>income certificate not submitted</i>	Geography	10			???			Member - 4 Uncle - Shop (monthly income)
2	Simran Alam	B.Com	78	9.146	8.984	48000/-			Member - 5 Father - Electrician Aunties - Tutor
3	Zeenat Khatun	Urdu	110	7.171	7.944	36000/-			Member - 4 Brother - unemployed
4	Shadika Manjoor	Beng	9	6.069	6.318	60000/-			Member - 4 Mother - Private tutor Father - sick
5	Rahfat Parveen	Urdu	37	7.781	8.099	36000/-			Parent Member - 4
6	Syeda Hashmi Fatema	B.Com	165	8.754	8.343	21000/- (per month)			Member - 5 Father - salesman

SL NO.	NAME OF THE CANDIDATE	DEPT.	COLLEGE ROLL NO.	MARKS OBTAINED SGPA SEM1	MARKS OBTAINED SGPA SEM3	FAMILY IMCOME (PA) IN RS.	WA NO.	EMAIL ID	REMARKS
7	Farzana Khatun	Beng	71	6.022	6.148	60000/-			Father - teacher Member - 3 BPL card holder
8	Afreen Bano	B.Com	66	8.846	8.754	6000/- (per month)			
9	Nikhat Jahan	B.Com	67	9.192	9.055	60000/-			Member - 5 Sister - Accountant (Private)
10	Neha Shaw	Geog	152	8.024	8.061	45000/- (PA-??)			Member - 5 Father - shop
11	Musarrat Jahan <i>False income certificate</i>	Mathematics	4	8.082	8.255	48000/-			Member - 3
12	Rishika Shaw	Geography	129	7.638	7.961	60000/-			Member - 4 Father - jobless Mother - bus driver
13	Shazia Parveen	Urdu	103	8.554	8.290	48000/-			Member - 3 Father - insurance agent and mobile shop

Signature
Principal
Government Girls' General Degree College
Kolkata

Sl. NO.	NAME OF THE CANDIDATE	DEPT.	COLLEGE ROLL NO.	MARKS OBTAINED SGPA SEM1	MARKS OBTAINED SGPA SEM3	FAMILY INCOME (PA) IN RS.	WA NO.	EMAIL ID	REMARKS
14	Alfiya Siddiqui	B.Com	25	9.577	9.332	48000/-			Member - 5 Father - taxi worker
15	Shahna Parveen	B.Com	20	9.708	9.348	60000/-			Member - 2 Father - Typist (own shop)
16	Annu Pathak	Geography	155	7.158	7.665	36000/-			
17	Kajal Shaw	Geography	38	7.823	8.008				
18	Mehta Khatun	Political Science	2	8.052	8.107	4000/- (PER MONTH)			
19	Sana Azim Zaman	B.Com	161	9.362	9.167	96000/-			Member - 7 Father - Contractor with 5 brothers (under 5) Member - 5 Father - Submarine (Medicine)
20	Shanz Andicheh	Urdu	69	8.089	8.050	80000/-			

Sl. NO.	NAME OF THE CANDIDATE	DEPT.	COLLEGE ROLL NO.	MARKS OBTAINED SGPA SEM1	MARKS OBTAINED SGPA SEM3	FAMILY INCOME (PA) IN RS.	WA NO.	EMAIL ID	REMARKS
21	Saba Hashim	Urdu	109	7.386	7.341	50000/-			Member - 6 Father - Grocery Shop
22	Baby Khushboo <i>Original income certificate needed</i>	Political Science	150	6.257		8000/- (PER MONTH)			Member - 6 Father - Driver Brother - Ang. line job
23	Azima Quakasha	English	114	7.577	7.534	54000/-			Member - 4 Father - Bank MBC Corbett
24	Farin Niaz	B.Com	36	9.323	9.240	36000/-			Member - 5 Father - Pan shop BPL card holder
25	Fazila Iqbal	B.Com	34	8.923	9.087	48000/-			Member - 5 Father - Contractor (under)
26	Manisha K. Roy	English	21	7.583		36000/-			Member - 5 Father - Cook

Sl. NO.	NAME OF THE CANDIDATE	DEPT.	COLLEGE ROLL NO.	MARKS OBTAINED SGPA SEM1	MARKS OBTAINED SGPA SEM3	FAMILY INCOME (PA) IN RS.	WA NO.	EMAIL ID	REMARKS
27	Jasjita Saha	English	12	7.674	7.704	42000/-			Member - 6 Father - Shop holder
28	Tarannum Islam <i>Photocopy of SBK-1 work sheet needed</i>	Political Science	76	6.923	7.194	36000/-			Brother - job Father - Tailor Member - 9
29	Rajda Khatun	Political Science	96	7.116	7.688	48000/-			Member - 5 Father - Tailor Embroidery
30	Shagufa Khatun	Political Science	85	6.891	7.130	60000/-			Member - 5 Father - Contractor (under)
31	Sharda Ismail	Political Science	51	7.485	7.963	48000/-			Packaging Member - 5 BPL card holder
32	Tahira Pagan <i>original mark sheet and name certificate needed</i>	B.Com	30	8.885	8.781	48000/-			
33	Arshad Parveen <i>Bring parallel resume</i>	Chemistry	159	6.726	6.723	36000/-			Member - 6 Dad repairing Sister - Tailor

Signature

Principal

**LIST OF CANDIDATES SELECTED IN THE INTERVIEW UNDER DIFFERENT
ACADEMIC SESSIONS**

Academic Session 2018-2019 (SEMESTER-1)

Sl. No.	Name of the Candidate	Department	Grant Received (Rs.)	Remarks
1	Sitara Khtaun	English	550/-	All Students have Received the Grant
2.	Sana Alam	English	550/-	
3.	Sana Parveen	English	800/-	
4.	Sujata Kumari	English	800/-	
5.	Al Amreen	English	550/-	
6.	Sifat Afreen	History	550/-	
7	Arka Nas	English	800/-	
8.	Salma Khatoon	History	800/-	
9.	Rubana Afreen	History	550/-	
10.	Saba Naaz	History	550/-	
11.	Firdous Ara	History	550/-	
12.	Sabnam Khatoon	History	550/-	
13.	Sahiba Parveen	History	550/-	
14	Nikita Sharma	Economics	550/-	
15	Sejal Shaw	Economics	550/-	
16	Shabnam Sultana	Chemistry	550/-	
17	Shaziya Nisa	Chemistry	800/-	
18	Sana Afreen	Mathematics	550/-	
19	Sabiha Khatoon	Geography	800/-	
20	Musarrat Parveen	Urdu	800/-	
21	Salma Jamshed Ansari	Urdu	800/-	
22	Huma Firdous	Urdu	550/-	
23	Nagma Khatun	Persian	550/-	
24	Fiza Parveen	Persian	800/-	

Applied : 24
Selected : 24

Alquade
Principal
Government Girls' General
Degree College
Kolkata

Academic Session 2019-2020 (SEMESTER-1)

Sl. No.	Name of the Candidate	Department	Grant Approved (Rs.)	Remarks
1	Saima Jamshed	Urdu	600/-	All Students have Received the Grant
2.	Shamayeal Fatma	History	600/-	
3.	Musarat Ara	Hisory	600/-	
4.	Zarin Akhtar	History	600/-	
5.	Naghma Mannan	History	600/-	
6.	Rabia Khatoon	History	600/-	
7	MST Ferdousi Khatun	Bengali	600/-	
8.	Nasrin Sultana	Arabic	600/-	
9.	Sania Parvin	Arabic	600/-	
10.	Heba Afifa	English	600/-	All Students have Received the Grant
11.	Ghausia Manawwar	English	600/-	
12.	Rashiqua Aziz	English	600/-	
13.	Salina Khatun	Urdu	600/-	
14	Zulekha Khatoon	Persian	600/-	
15	Sakina Bano	Persian	600/-	
16	Nazia Khatoon	Urdu	600/-	
17	Habiba Akhtar	Sociology	600/-	
18	Rehnuma Nissa	B.Com	900/-	
19	Shaikh Mhosina	Chemistry	900/-	
20	Sabnam Yeasmin	English	600/-	
21	Nusrat Jahan	English	600/-	
22	Sakeena Shaheen	B.Com	600/-	
23	Khadija Khatun	Bengali	600/-	

Applied : 23
Selected : 23


Principal
Government Girls' General
Degree College
Kolkata

Academic Session 2021-2022 (SEMESTER-III)

SL. No.	NAME OF THE STUDENTS	DEPARTMENT	GRANT APPROVED (Rs.)	Remarks
1.	Moniba Afifa	Geography	300/-	All Students have Received the Grant
2.	Simran Alam	B.COM	700/-	
3.	Zeenat Khatoon	Urdu	300/-	
4.	Shadika Manjoor	Bengali	1000/-	
5.	Rahfat Parveen	Urdu	1000/-	
6.	Syeda Hasmi Fatema	B.Com	.300/-	
7.	Farzana Khatun	Bengali	700/-	
8.	Nikhata Jahan	B.Com	700/-	
9.	Neha Shaw	Geography	.300/-	
10.	Rishika Shaw	Geography	.700/-	
11.	Shazia Parveen	Urdu	700/-	
12.	Alfiya Siddiqui	B.Com	1000/-	
13.	Shahina Parveen	B.Com	700/-	
14.	Sania Azim Zaman	B.Com	300/-	
15.	Shaaz Andleeb	Urdu	300/-	
16.	Saba Hashim	Urdu	300	
17.	Farin Naaz	B.Com	700/-	
18.	Fauzia Iqbal	B.Com	700/-	
19.	Manisha Kr. Roy	English	700/-	
20.	Nazifa Salam	English	300/-	
21.	Tarannum Naaz	Political	300/-	
22.	Shagufta Khatoon	Political	700/-	
23.	Shaista Ismail	Political	700/-	
24.	Arshadi Parveen	Chemistry	300/-	

Applied : 29
Selected : 24

Not appeared for the interview : 05


Principal
Government Girls' General
Degree College
Kolkata

Academic Session 2021-2022 (SEMESTER-I)

SL. No.	NAME OF THE STUDENTS	DEPARTMENT	GRANT RECEIVED (Rs.)	Remarks
1.	Sadiya Sarfaraz	History	Rs.1000/-	All Students have Received the Grant
2.	Sayaka Khan	B.Com	Rs.1000/-	
3.	Hamida Khatoon	Urdu	Rs.1000/-	
4.	Aqusa Rahman	B.Com	Rs.500/-	
5.	Mamata Kumari Ray	Geography	Rs.500/-	
6.	Najrin Sultana	English	Rs.500/-	
7.	Semran Alima Khatoon	History	Rs.500/-	
8.	Zainab Parveen	English	Rs.500/-	
9.	Ramsha Kasim	History	Rs.500/-	
10.	Saima Hayat	English	Rs.500/-	
11.	Nikhat Parveen	Physics	Rs.500/-	
12.	Mobasshara Parveen	English	Rs.500/-	
13.	Ria Sultana	Arabic	Rs.500/-	
14.	Sadya Hossain	B.Com	Rs.500/-	
15.	Zainab Jawed	Geography	Rs.500/-	
16.	Samira Sadaf	Education	Rs.500/-	
17.	Alisha Shakil	Maths	Rs.500/-	
18.	Mohbassara Mehmood	B.Com	Rs.500/-	
19.	Shaheena Parveen	Political science	Rs.500/-	
20.	Jannatul Firdous	Chemistry	Rs.500/-	
21.	Musarrat Iahan	Urdu	Rs.500/-	
22.	Faima Qureshi	English	Rs.500/-	
23.	Tamanna Khatoon	Political science	Rs.500/-	
24.	Shalnee Begum	Education	Rs.500/-	
25.	Preetishaw	Education	Rs.500/-	
26.	Pinki Shaw	History	Rs.500/-	
27.	Zulekha Khatoon	B.Com	Rs.500/-	
28.	Murshida Khatoon	History	Rs.500/-	
29.	Zainab Khan	B.Com	Rs.500/-	
30.	Nida Naaz	Political science	Rs.500/-	
31.	Kainat Alam	B.Com	Rs.500/-	

Applied : 39 ; Selected – 31; Not appeared in the interview - 08

Academic Session 2022-2023 (SEMESTER-I)

SL. NO.	NAME OF THE STUDENTS	DEPARTMENT	GRANT RECEIVED (Rs.)	Remarks
1.	Farhat Khatoon	Education	1500/-	Received the Grant
2.	Ashfiya Fatma	Education	1500/-	
3.	Sayesta Naima Khatoon	Urdu	1500	Not Received
4.	Sayman Khatoon	English	1500	Received the Grant
5.	Sania Khatoon	English	1500	

Applied : ; Selected –; Not appeared in the interview -

SAMPLE PHOTO FOR BOOK DISTRIBUTION TO STUDENTS



Kolkata, WB, India



Kolkata, WB, India



Kolkata, WB, India
 Hossain Shah Road, M...
 700021, WB, India
 Lat 22.527796, Long 88...
 01/02/2024 01:19 PM GMT
 Note: Captured by GPS



Kolkata, WB, India
 Hossain Shah Road, M...
 700021, WB, India
 Lat 22.527457, Long 88...
 01/02/2024 01:20 PM GMT
 Note: Captured by GP



Kolkata, WB, India
 Mayurbhanj Road, Manm...
 WB, India
 Lat 22.528063, Long 88.31...
 01/02/2024 01:18 PM GMT
 Note: Captured by GPS Ma



Kolkata, WB, India
 Mayurbhanj Road, Manm...
 WB, India
 Lat 22.528063, Long 88.31...
 01/02/2024 01:18 PM GMT
 Note: Captured by GPS Map Ca



Kolkata, WB, India
 Hossain Shah Road, Man...
 700021, WB, India
 Lat 22.527508, Long 88.3...
 01/02/2024 01:19 PM GMT
 Note: Captured by GPS M

The Student's Welfare Subcommittee members with the Principal distributing books to the selected candidates.

**SAMPLE COPY OF A LIST
SHOWING THE BOOKS
PURCHASED BY STUDENTS
UNDER THE BOOK GRANT**

- SESSION 2019-2020

BOOK GRANT
GOVERNMENT GIRLS' GENERAL DEGREE COLLEGE
7, MAYURBHANJ ROAD KOLKATA-700023

NAMES OF STUDENTS	LIST OF BOOKS RECEIVED	SIGNATURE WITH DATE
1. SHAMAYEAL FATMA	1. PRACHIN BHARATER ITIHAS -PROVATANSU MAITY 2. CHAYA ITIHAS NOTE	<i>Shamayeeal Fatma</i> 27/9/19.
2. ZARIN AKHTER	1. PRACHIN BHARATER ITIHAS -PROVATANSU MAITY 2. CHAYA ITIHAS NOTE	<i>Zarin Akhter</i> 27/9/19
3. MUSARAT ARA	1. PRACHIN BHARATER ITIHAS -PROVATANSU MAITY 2. CHAYA ITIHAS NOTE	<i>Musarat Ara</i> 27.09.2019
4. NAGHMA MANNAN	1. PRACHIN BHARATER ITIHAS -PROVATANSU MAITY 2. CHAYA ITIHAS NOTE	<i>Naghma Mannan</i> 27.09.2019.

LIST FOR BOOK GRANT (2019-2020 Academic Session)
Girls' General Degree College (Kolkata) Kolkata - 700023

Sl. No.	Books Received	Contingency Materials	Signature of the Candidate
1	1. Macbeth 2. Rajmohan's Wife (Novel) 3. Bravely Fought the Queen (Drama)	_____	<i>Rashmi Agastya</i>
2	1. History of English Literature 2. Macbeth 3. Bravely Fought the Queen (Drama)	_____	<i>Shamita Ghosh</i>
3	1. History of English Literature 2. Rajmohan's Wife (Novel)	_____	<i>Saba Adhikari</i>
4	1. English Verse (CU Sem 1-CC1 and CC2) 2. Bravely Fought the Queen (Drama) 3. History of English Literature	_____	<i>Sabina Yasmin</i>
5	1. History of English Literature 2. A manual of English Philology 3. Bravely Fought the Queen (Drama)	_____	<i>Nusrat Jahan</i> 29/11/19

Pg 2

Sl. No.	Name of the Candidate	Dept.	Year /Sem	Books Received	Contingency Materials Received	Signature of the Candidate
6	Shaikh Mohsina	Chemistry	1 st Sem	1. Basic Stereochemistry of Organic Molecules 2. Guidebook to Organic Chemistry	_____	<i>Shaikh Mohsina</i>
7	Habiba Rahman	Sociology	Part III (H)	1. Indian Economy	_____	<i>Habiba Rahman</i>
8	Sakina Shaheen	Commerce	1 st Sem	1. Cost and Management Accounting - Basu & Das 2. Cost and Management Accounting - J.K. Mitra	_____	<i>Sakina Shaheen</i> 25/11/19
9	Rehnuma Nissa	Commerce	1 st Sem	1. Cost and Management Accounting - Basu & Das 2. Cost and Management Accounting - J.K. Mitra	_____	<i>Rehnuma Nissa</i>
10	M.S.T Ferdous Khatun	Bengali	1 st Sem	1. Bangla Sahitya Parichay 2. Sadharon Bhasa Bigyan o Bangla bhasa	_____	<i>M.S.T Ferdous Khatun</i>
11	Khadija Khatun	Bengali	1 st Sem	1. Bhasa Bidya Parichay	_____	<i>Khadija Khatun</i>

SAMPLE COPY OF BANK VOUCHERS AND ONLINE PAYMENT RECEIPTS TO BOOK SUPPLIERS

SESSION 2019-2020

STUDENT DETAILS FOR BOOK GRANT (2019-2020 Academic Session)
Government Girls' General Degree College (Bridgeway) Kolkata - 700023

Sl. No.	Name of the Candidate	Dept.	Year /Sem	Books Received	Contingency Materials Received	Signature of the Candidate
1	Chandni Bhattacharya	Eng	1 st Sem	1. Macmillan 2. Kennedy's W.M. (Novel) 3. Brontë's Fought the Queen (Drama)		<i>Chandni Bhattacharya</i>
2	Chandni Bhattacharya	Eng	1 st Sem	1. History of English Literature 2. Macmillan 3. Brontë's Fought the Queen (Drama)		<i>Chandni Bhattacharya</i>
3	Shikha Ghosh	Eng	1 st Sem	1. History of English Literature 2. Kennedy's W.M. (Novel) 3. Brontë's Fought the Queen (Drama)		<i>Shikha Ghosh</i>
4	Suhani Ghosh	Eng	1 st Sem	1. English text (IC-3) GCJ and GCJ 2. Brontë's Fought the Queen (Drama) 3. History of English Literature		<i>Suhani Ghosh</i>
5	Neelam Khan	Eng	1 st Sem	1. History of English Literature 2. A manual of English Phonology 3. Brontë's Fought the Queen (Drama)		<i>Neelam Khan</i>

Sl. No.	Name of the Candidate	Dept.	Year /Sem	Books Received	Contingency Materials Received	Signature of the Candidate
6	Shakhi Mukherjee	Chemistry	1 st Sem	1. Basic Stereochemistry of Organic Molecules 2. Guidelines to Organic Chemistry		<i>Shakhi Mukherjee</i>
7	Shikha Ghosh	Knowledge	Part III (3)	1. Indian Economy		<i>Shikha Ghosh</i>
8	Sakshi Ghosh	Commerce	1 st Sem	1. Cost and Management Accounting - Part A & B 2. Cost and Management Accounting - I & II		<i>Sakshi Ghosh</i>
9	Babhanu Nayak	Commerce	1 st Sem	1. Cost and Management Accounting - Part A & B 2. Cost and Management Accounting - I & II		<i>Babhanu Nayak</i>
10	M.S.P. Jindani	Bengali	1 st Sem	1. Bengali Sahitya Parichay 2. Sahasrabhanga Begun in Bengali (Drama)		<i>M.S.P. Jindani</i>
11	Khadga Khuntia	Bengali	1 st Sem	1. Shiksha Vidya Parichay		<i>Khadga Khuntia</i>

**STATEMENT OF EXPENSES UNDER BOOK GRANT
SESSION -2019-2020**

Government Girls' General Degree College
7, Mayur Bhanj Road, Kolkata - 700023

Sl. No.	Name of The supplier/vendor	Items supplied with Order No. and Order Date	Amount Received for supplying books/stationary Items (RS.)	Signature with date
1	Swapnil Enterprise	Books	7198/-	<i>Swapnil Enterprise</i> on 27/11/19
2	Horizon Distributors	Books	1815/-	<i>Horizon Distributors</i> on 26/11/19
3	Md. Shaid Jamil	Books	1234/-	<i>Md. Shaid Jamil</i> on 26/11/19
4	Shafiqul Islam	Books	600/-	<i>Shafiqul Islam</i> on 26/11/19
5	Jnan Annesan	Books	2924/-	<i>Jnan Annesan</i> on 26/11/19
Total Expenses incurred :			10847+2924= 13771/-	

In words - Rupees Thirteen Thousand Seven Hundred Seventy One Only

Rajashree Dasgupta 19.11.2019
Signature of the Convener, Students Welfare Committee

BENEFICIARY NAME	SWAPNIL ENTERPRISE
BANK NAME	STATE BANK OF INDIA
BANK ADDRESS	307, GREENPARK RD, MICHAEL NAGAR, AIRPORT, KOLKATA - 700133
A/C NO	33082570323
IFS CODE	SBIN0012383

paid 27/11/19
Added as beneficiary on 26/11/19

BENEFICIARY NAME	HORIZON DISTRIBUTOR
BANK NAME	AXIS BANK LTD.
BANK ADDRESS	1-B CIRCUS ROW, PARK CIRCUS, KOLKATA -700017
A/C NO	210 1101 0000 1068
IFS CODE	UTIBOSBMCBI

paid 27/11/19

BENEFICIARY NAME	MD. SHAHID JAMIL
BANK NAME	STATE BANK OF INDIA
BANK ADDRESS	MANIKTALA, KOLKATA
A/C NO	11152802851
IFS CODE	SBIN0001715

transferred on 26/11/19

BENEFICIARY NAME	SHAFIQUIL ISLAM
BANK NAME	STATE BANK OF INDIA
BANK ADDRESS	WELLESTEY PARK
A/C NO	31257846777
IFS CODE	SBIN0001723

transferred on 26/11/19

SBI
State Bank of India

Reference No. CMAANSYV74
Debit Account Number 00000035771993262
Debit Branch MOMINPUR
Remarks SOCIAL WELFARE FUND
Transaction Date 17-Dec-2018
Credit to beneficiary INR 10 417.00
Commission Amount INR 2.35
Transaction Type
Debit Status Success
Reason Completed Successfully
Credit Status InProcess
UTR Number SBIN4418351763707

Account No. 2948020000048 Bank ANURUDHA CHAKRABORTY Branch SALT LAKE SEC II, KOLKATA Amount (INR) 10,417.00

No. SE / 112/2019-20 **BILL** Date 07.11.2019

SBI

Reference No. CTH7799248
Debit Account Number 00000035771993262
Debit Branch MOMINPUR
Remarks book grant 2019
Transaction Date 27-Nov-2019
Amount INR 7,198.00
Status Success
Reason Completed Successfully

Swapnil Enterprise

**SAMPLE COPIES OF BILLS SUBMITTED BY BOOK SUPPLIERS
- SESSION 2019-2020**

No. SE/112/2019-20 BILL Date: 07.11.2019

Swapnil Enterprise
Library Supplier of Indian & Foreign Books
Regd. Off. - 307 Green Park Road (west), Michael Nagar, Kolkata - 700 133
Br. Off. - Silliguri, Shibwanandi, Opp. Moushik
Email : swapnilenterprise@gmail.com
Mobile : 9831833474, 9894062840

Order No. : _____ Date : _____

To: The Principal,
Govt. Girls' General Degree College, Moamrapur.

Qty.	Author & Title	Pub.	Rate	Amount	P.
01.	Kanaka Singh & Indira. Economy	PHI	725/-	580.00	00
01.	Sykes & Guide book to mechanism in organic Chemistry	P.E	707/-	567.00	00
01.	Sengupta & Basic Stereochemistry of organic molecules	CUP	625/-	500.00	00
02.	Basu & Basu & Cost management Accounting	R.L.G	525/-	892.00	00
02.	Mitra & Cost management Accounting	C.P.R.	475/-	760.00	00
01.	Zitani & Savely fought the even	WORLD	150/-	480.00	00
02.	Thalpathy & Rajmohan's wife	"	250/-	400.00	00
01.	Shakespeare & Macbeth	WORLD	297/-	478.00	00
01.	Beke & A. manual of English Philology	M.M.P	250/-	200.00	00
01.	Duth & English Verse	D.B.C	300/-	240.00	00
03.	Singh & An introduction to History of English literature	S/P	360/-	864.00	00
20					
Total Rs.				5361	00

Rupees: Five thousand nine hundred sixty one only.

Challan No. : _____ Date : _____

CHAKRABORTY ENTERPRISE
BOOK SUPPLIERS, PRINTERS & GENERAL ORDER SUPPLIERS
Correspondence Address : FD-201, Sector-3, Salt Lake, Kolkata - 700 108
Permanent Address : Bahera, 24 Pgs (N) / Mobile : 9007753719 / 9831648185, Ph. (Res.) : 2337 0755

Bill No. 19/18-19 To The Principal, Date 15.11.18
Challan No. _____ Govt Girls' General Degree Date _____
Order No. _____ College, Moamrapur. Date _____

No. of copies	Name of Books	Rate per copy		Rate per copy	
		Rs.	P.	Rs.	P.
27	B from Page 1			486	500
1	Satish Chandra - A History of Medieval India	425	00	425	00
1	Rita Mukherjee - Europe Transformed	120	00	120	00
1	Blaskan Chakraborty, Shubastroya Chakraborty, Kingobhush Chakraborty - Europe Jugantar	300	00	300	00
1	Gnanaprakasam - Economics (text book)	350	00	350	00
1	Political Science - Christian Amart Bookshop	190	00	190	00
1	Chemistry (H) Oyas Solve work	230	00	230	00
2	C.S. Maddala - Microeconomics	675	00	1350	00
1	S. C. Das - Advanced Practical Chemistry	450	00	450	00
1	Subrata Sengupta - Basic Stereochemistry of Organic molecules	575	00	575	00
1	Chemistry (H) 10 years previous papers	200	00	200	00

Rupees 38 ten thousand two hundred eighty one only 12095.00

If bill is no paid within 30 days interest will be charged @ 18% per annum 1819.00

Conversion Rate (We certify that the price charged in this bill is publishers correct current price) Total 10281.00

Chakraborty ENTERPRISE

**SAMPLE COPIES OF BILLS SUBMITTED BY BOOK SUPPLIERS
- SESSION 2019-2020**

Horizon Distributor
Supplier of Books, Journal & Stationary
For libraries & Institutes PA NO. AEQPR7079M

14 B, GORA CHAND ROAD, KOLKATA-700014
PHONE: (033) 2284-4668 (MOB) 9831311918
E-mail: horizon_books@rediffmail.com

Dated: 24/10/2019

BILL No. 20/2019-20

SL NO	NAME OF BOOK	AUTHOR	QNT	PRICE
1	FUN-E-TANQEEED AUR URDU TANQEEED NIGARI	NURUL HASSAN NAQVI	1	75.00
2	MUQADMA SHER-O-SHAYERI	KHAWAJA ALTAF HUSSAIN MALI	1	90.00
3	INTERHAB-E-MAZAMIN-E-SIR SYED	ANWAR SIDDIQUE	1	52.00
4	GHALIB SHAYER-O-MAKTOOB NIGAR	NURUL HASSAN NAQVI	1	75.00
5	DEWAN-E-GHALIB	ASADULLAHA KHAN GHALIB	1	104.00
6	TAREEKH-E-ADAB-E-URDU	RAM BABU SAXENA	1	350.00
TOTAL				6 746.00
DISCOUNT 20%				149.20
Total Amount Rs. (Add rounded off)				597.00

In words: Total Amount Rupees five hundred ninety-seven only

For HORIZON DISTRIBUTOR
[Signature]

USMANIA BOOK DEPOT
Book, Stationery & General Order Suppliers
125, SAMBHA SAMIN, KOLKATA - 700023
Phone : 2231 8164 (Res) 2237 8857

Bill No. 12 Date: 25.10.2018

To: Govt Girls' General Degree College

Sl. No.	DESCRIPTION	QTY	Rate	Amount
1
2
3
4
5
6
7
8
TOTAL				2142.00

Rupees Two thousand one hundred forty two only

USMANIA BOOK DEPOT

[Signature]
Principal
Government Girls' General Degree College
Kolkata