



**COLLEGE OF ENGINEERING, GUINDY CAMPUS
ANNA UNIVERSITY :: CHENNAI – 600 025.**

DEAN

Circular No. 1002/SM15/ 2017

Dated: 23.03.2017

CIRCULAR

The UG & PG students who are completing their Programme of study in May 2017 are informed that they should claim the Caution Deposit and Library Deposit within one year from the completion of their Programme (irrespective of having arrears) or else it will be treated as lapsed deposit. The belated claim will not be accepted under any circumstances.

The claim form can be obtained from this office (Room No. 32) and to be submitted along with No Dues Certificate and copy of the Savings Bank Account Pass Book front page with IFSC Code. The refund amount will be credited in the respective Bank Account. The NRI bank account will not be accepted.

Further, it is experienced that some of the students are not properly operating their accounts, which results the account goes as inoperative account and therefore crediting the amount is not effected. Therefore, the students are hereby informed to keep their accounts in live for the refund of the Caution Deposit.

To

All Notice Boards (Main & Hostel)

- Copy to: 1. All the Head of the Departments / Divisions / Directors of Centres
- With a request to display the circular in the Notice Boards.
2. The Associate Warden, CEG with a request to display the Circular
in the IV year student's hostel blocks.


23/3/17
DEAN (CEGC)
23/3/17
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