

**SHAHEED BHAGAT SINGH COLLEGE**  
**(UNIVERSITY OF DELHI)**

No. SBSC/ 646

Dated: 06/08/2024

07

**NOTICE**

The College has decided to charge educational verification fees from the students, various Agencies/Companies/ Firms etc. as per the rates given below:

1. Rs.500/- for less than 6 years of old records.
2. Rs.1000/- for more than 6 years of old records.

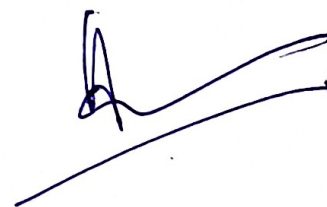
The payment is to be made through RTGS/NEFT or Demand Draft in favour of "Principal, Shaheed Bhagat Singh College" payable at New Delhi or in cash with the College Cashier. The Bank detail to make the payment through RTGS/NEFT is attached with this notice as Annexure-I

**Note:**

- The Agencies/Companies/ Firms etc. are required to provide the details of the students as per Annexure-II.
- The Agencies/Companies/Firms etc. are also required to share the details of the fees paid through Demand Draft/RTGS/NEFT.
- The Agencies/Companies/Firms etc. are also required to send the details after making payment to the College email ,i.e., [principal@sbs.du.ac.in](mailto:principal@sbs.du.ac.in) along with annexures.

  
(Prof. Arun Kumar Attree)  
Principal





**Copy to:**

- College Website
- ERP Portal
- A.O. Admin/A.O. Accounts/SPA

## Annexure-I

### MANDATE FORM

#### ELECTRONIC CLEARING SERVICE (CREDIT CLEARING)/ REAL TIME GROSS SETTLEMENT (RTGS) FACILITY FOR RECEIVING PAYMENTS.

##### A. Details of Accounts Holders:-

Name of Account Holder	SHAHEED BHAGAT SINGH COLLEGE (MORNING)
Complete Contact Address	SHEIKH SARAI, PHASE – II, NEW DELHI – 110017
Telephone Number/Fax/E-mail	011-29250306/29257472

##### B. Bank Account Details:-

Bank Name	UNION BANK OF INDIA
Branch Name with Complete Address, Telephone No. and E-mail	SHAHEED BHAGAT SINGH COLLEGE, SHEIKH SARAI, PHASE – II, NEW DELHI – 110017
<u>IFSC Code</u>	UBIN0570397
Type of Bank Account (SB/Current /Cash Credit)	CURRENT
Complete Bank Account No. (Latest)	355701011012002
MICR Code of Bank	110026137





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Annexure:II

**Mandatory requirement of particulars for Educational verification of  
Marksheet/Degree/ Provisional Certificate of College students:**

Sr. No.	Particulars	
1.	Name of the Student	
2.	Father's Name	
3.	Examination Passed	
4.	Year of Passing	
5.	University Roll No. of the Final Year Examination	
6.	Enrollment No. ,if any	
7.	College Roll No., if any	
8.	Contact No.	
9.	Email ID	
10	Postal Address	