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RAJIV GANDHI COLLEGE OF ENGINEERING AND TECHNOLOGY

(Approved by AICTE and Affiliated to Pondicherry University)

(Accredited with 'A' Grade by NAAC)

(Sponsored by Sri Balaji Educational and Charitable Public Trust)

Pondy - Cuddalore Main Road, Kirumampakkam, Puducherry - 607 403.

Dr. Vijayakrishna Rapaka
B.Tech.(Mech.), M.Tech. (Energy), Ph.D. (Ocean Engineering, IIT Madras),
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PRINCIPAL

RGCET/CIR/2019-20/33

24.09.2019

CIRCULAR

❖ In continuation with the HODs meeting held on 16th September 2019, it has been decided to encourage the students to ensure a minimum of 20 student memberships per department in order to receive the Student Chapter Membership. The student's membership amount is **Rs.536** inclusive of GST. The student membership of Rs.236/- may be directly paid to the The Institution of Engineers (India) by individual student concerned or collectively for all the students through the Department. The department share of Rs.300/- may be retained and deposited to the RGCET Account's Department for conduct of IEI activities.

❖ All the first year students are requested to deposit an amount of Rs.50/- towards e-copy of subject materials in DVD format to their First Year Co-ordinators.

PRINCIPAL

Dr. E.VIJAYAKRISHNA RAPAKA
B.Tech. (Mech.), M.Tech. (Energy), Ph.D. (IIT Madras),
M.I.S.T.E., F.I.I.P.E. M.C.S.I M.C.I.I
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Copy to:
1. The Administrator
2. The Vice Principal
3. The PRO
4. The Accounts Manager
5. All the HODs
6. The FYE Coordinators: **The First Year Co-ordinators - To collect and prepare the DVDs - prepare the income and expenses statement and deposit the balance amount if any to the RGCET Accounts Department**
7. The Exam Wing
8. The Librarian
9. The DPE
10. The Scholarship / Records Section
11. The Placement officer
12. The NSS Programme Officer
13. The Website Incharge- to upload in the College Website
14. The File