

# Central Library IIT Kharagpur

22.06.2020

## NOTICE

1. All the pass out students are requested to return the books at the circulation counter during 10 am to 1 pm on week days.
2. Fine amount will be calculated after waiving the amount during lockdown period and updated in ERP by the Library staff.
3. After applying “No-Dues” in the ERP by the user, the Library staff will provide clearance in ERP.
4. Those who are having the fine, can pay online through ERP link **“Payment”option > 8. Central Library Due.**

5. The passout students who are outstation, having books (unable to return to the library) are requested to send the details of the books (Accession number, Title and Author) to [kumar@library.iitkgp.ac.in](mailto:kumar@library.iitkgp.ac.in). The cost recovery of these books will be assessed by Library and the amount including the fine, if any, should be paid by the user (Sl. No: 4 above) in order to get No-Dues in ERP



**(B. Sutradhar)  
Librarian**

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