

**HALL MANAGEMENT CENTRE
IIT KHARAGPUR**

Dt. 6.12.2016

The undersigned is to convey the approval of the Competent Authority that henceforth the Hall Establishment Charge (HEC) and Hall Overhead Charge (HOH) which are being collected from the students during their registration **will not be refunded** if any student drops out or takes withdrawal from the Institute.

The effective date of the above is January, 2017 onwards, i.e. from the Spring Semester 2016-17 registration.

Lipd.

(Prof. S.K.Pal)
Chairman

To

1. Chairman, ERP
2. Assistant Registrar (UG)
3. Assistant Registrar (PG)

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for information and necessary action please

Copy to :

1. Dean (UG)
2. Dean (PG)
3. Dean (SA)
4. Dean (SRIC)
5. Dean (CEP)
6. All Heads of the Departments/Centres/Schools
7. All Wardens
8. Deputy Registrar (F&A)
9. Assistant Registrar (Audit)
10. Assistant Registrar (Accounts)
11. Deputy Director's Office
12. Registrar's Office
13. VP, Technology Students Gymkhana
14. All HPs
15. HMC Web site