

Dt: 02.05.2025.

IMPORTANT NOTICE FOR E4 STUDENTS

All final-year (E4) students are **required to return the laptops issued by the university** before their departure from campus.

Laptop Return Instructions:

- Students from **CSE, ECE, EEE, and MME** must return their laptops to the **System Administrator at the AB2 Server Room**.
- Students from **Civil, Mechanical, and Chemical** must return their laptops to the **System Administrator at the AB1 Server Room**.

Note:

Out passes for leaving the university will be **issued only after the laptop has been returned** and verified by the respective system administrator.

The detailed schedule for laptop return will be shared shortly. Students are advised to follow the schedule strictly and ensure timely compliance.

Your cooperation is appreciated.



FIC System & Network Administration

Copy to:

- Student Welfare, RGUKT Basar
- Academic Section, RGUKT Basar
- Security officer, RGUKT Basar.