



DG 1/2, Action Area 1, New Town, Kolkata -700156

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**Date:** 10-11-2025

### **NOTICE**

With Reference to the Notice dated 17-10-2025 regarding the **payment of fees for the 2nd, 4th, 6th, 8th & 10th Semester of the UG students & 4th semester of the PG students**, please be informed that on receipt of several requests from students and some parents a special “LATE FEE PAYMENT WINDOW” will be open from 11th November, 2025 and till 14th November, 2025 during the office hours (11 AM – 5 PM).

Please note that any fees paid during this period (11<sup>th</sup> – 14<sup>th</sup> November, 2025) will attract late payment processing fees of Rs.1000/-.

Students who wish to pay online through Payment Gateway from University Website; need to add Rs. 1000/- as late payment processing fees with their Semester fees and can pay. After successful transaction, they may submit the transaction receipt to Accounts Department to get the money receipt.

**Direct bank transfer/ transfer by NEFT/RTGS/IMPS mode is strictly prohibited and any such attempt shall be treated as non-payment.**

**Last date of payment of fees with late payment processing fees is 14<sup>th</sup> November, 2025, after which no fees payment both online and offline will be accepted.**

Admit card for the end Semester examination will be issued to only those students who have paid their fees within the stipulated date.

By order of the Vice Chancellor, SNU

Sd/

Chief Finance Officer, SNU