



ASSAM
down town
UNIVERSITY

Assam down town University

OFFICE OF FINANCE AND ACCOUNTS OFFICER

Gandhinagar, Panikhaiti, Guwahati-781026

Ref. no. AdtU/Accounts/2023-24/009

Date:10.11.2023

Circular

Reminder for Fees payment

This is to remind all the students of AdtU that the last date of payment of fees for the upcoming Even Semester is 15/11/2023. Students who are yet to clear their fees are advised to complete the payment on or before the last date to avoid late payment fee.

As a mandate, the admit card for the upcoming end semester exam will not get generated unless "NO Dues" is reflected in the student portal.

Students are requested to pay their fees through "Student Portal" or "A-Connect" only to avoid difficulties during fees punching.

For further details one can enquire with Account & Admission team as well as the concerned mentor.

Respective Deans are requested to advice the concerned mentors & programme coordinators to assist the students during the process.

Students are requested to strictly abide by this circular.

(Jaydeep Kakati)

Finance and Accounts Officer (FAO)

Finance & Accounts Officer
Assam down town University

Copy for favour of their information to:

1. OSD to Vice Chancellor, AdtU
2. OSD to Pro-Vice Chancellor, AdtU
3. P.S. to Dean of Studies, AdtU
4. P.S to Managing Trustee, dtCT
5. P.S to Resident Trustee, dtCT
6. Registrar Office, AdtU
7. Chairperson/Dean/Director/Associate Dean/ HoD (For circulation)
8. Office of the Controller of Examinations, AdtU
9. All Officers (Admin/Academic/IT/Accounts/Admission/Marketing/Legal/ Placement/Library/T&D)
10. HR Office
11. Notice Boards/Message Desk (For display)
12. Office file (for record)