



**REGENT
EDUCATION &
RESEARCH FOUNDATION**

RERF/CAO/MAR-22/0009

Date: 16.03.2022

NOTICE

All the concerned are requested to note that a Cash deposition Machine has been installed at the Main Gate of the institution. All the cash deposition must be made at the cash deposition machine from the date of issuance of this notice. Cash submission of any kind directly to the account's office will not be entertained. The student or guardian has to deposit the cash directly to the cash deposition machine and collect a receiving copy from the machine. The same is to be submitted to the account office in order to collect the receipt of the payment.

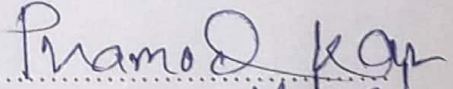
The Steps in the brief are as follows:

1. Put the ID of the Institution where the student is pursuing his/her course (password entry is not required).
2. Touch the accept button.
3. Deposit the cash to the machine after the display prompt.
4. Check the denomination on the screen.
5. Touch the finish button and collect the receiving copy of the payment from the machine
6. Show the receiving copy of the machine to the accounting office and collect the final institutional receipt of the payment.

Institute Id's are listed below:

- Regent Education & Research Foundation-3001.
Regent Institute of Science and Technology-4001.
Swami Vivekananda Institute of Modern Studies-5001.

For any queries regarding the payment, students can contact the Accounts department or Admin office /RERF.


16/03/2022
Chief Administrative Officer
RERF Group of Institutions

Campus : Regent Education & Research Foundation Group of Institutions

Bara Kanthalia (Barrackpore), Post : Sewli Telinipara, P.S. : Titagarh, Kolkata - 700 121, Tel.: 033 30085433 / 34, Fax : 033-30085441

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City Office : 3rd Floor, 60B Chowringhee Road, Kolkata - 700 020