

Instruction for Obtaining NO-DUES from LRC

No Dues Process at LRC:

1. Return Overdue Books and Pay Overdue Fine, if Any.
2. Bring CD of Project Report, Identity Card/Library Card along with No Dues Form.
3. For detailed Instruction of CD visit **LRC website -> Related Links - > Student Project Report** <http://www.juit.ac.in/lrc/metadata.pdf>
4. Fill Roll No., Name and Other Information of the No Dues Form.
5. Close your Photocopy a/c. in the Photocopy Room of LRC to be mentioned by Photocopy In-charge on the No Dues Form.
6. Submit your Project Report CD.
7. Get Identity Card/Library Card punched at Circulation Counter.
8. Get No Dues Form Signed by Librarian.
9. Submit Photocopy of No Dues Form and Identity Card/Library Card at Circulation Counter.