

# OFFICE OF THE PRINCIPAL GOVT. COLLEGE FARIDABAD

## STUDENT NOTICE

Memo no. 923

Date: 21/03/2023

All final year students (session 2022-23) of college are hereby informed that passport making process in college has been started. Contact to the following teachers for different classes.

S.No	Class	Staff Name
1	M.Sc II(Cs)	Neenu Saini
2	B.Sc III (Cs)	Savita (Maths)
3	Bca III	Anu Khanna
4	M.Sc Maths	Pooja Tanwar
5	M.A(Psy)II	Kanchan Jamir
6	B.A (Psy)III	Chitra
7	B.A III(Pass)	Suman Rani, Anshu Bhatt, Avnesh Kumar
8	B.A III(Eve)	Sangeeta Rani, Sonia Sharma
9	B.Com (Eve)	Shobha Rani, Bhagwan Dass
10	B.Sc III(Biotech)	Kuldeep Chaudhary
11	B.Sc III(Chemistry)H	Amit Arora
12	B.Sc III(Medical)	Nisha Tewatia
13	B.Sc III(Non Medical)	Sandhya Mangla
14	M.A (Eng)II	Pooja Singh
15	B.A III (Eng)H	Poonam Malik
16	M.A II (His)	Manoj Kumar
17	B.A III (His)H	Susma Rani
18	M.A II (Eco)	Rashmi Aggarwal
19	B.A III(Eco)	Renu Yadav
20	M.A. (Hindi) II	Amrita Shree
21	M.Com II	Mona, Sita Dagar
22	B.Com III	Urmila Pushkar, Payal Sharma
23	BBA III	Richa Pandey
24	B.Com (H) III	Pooja Kumari, Deepa Manchanda

Last date for submission of documents to the concerned teachers is 25<sup>th</sup> April 2023. No documents will be accepted after due date.

  
Principal  
GC Faridabad

From

Director Higher Education  
Haryana, Panchkula.

To

Principals  
All Govt. Colleges in Haryana State

Memo No. DHE 170008/8/2020 NPE-DHE Part(2)


Dated: Panchkula. the 20-03-2023

**Subject: Advisory/Guideline regarding Re-imbursement of Passport fee.**

Kindly refer to the subject cited above.

The advisory/Guidelines regarding Re-imbursement of Passport fee are sent to you for further necessary action :

1. Student will login on Passport Re-imbursement Portal using College Roll No. & OTP.
2. After issuing of Passport, student can apply for fee reimbursement by uploading copy of Passport issued and Fee Receipt along with Bank Account Details on Passport Fee reimbursement Portal (<https://passport.highereduhry.ac.in>).
3. College will verify the applications by login on ERP portal (<https://erp.highereduhry.ac.in>).
4. Mere applying for the Passport, students are not eligible for Passport Fee reimbursement. Fee will be reimbursed only in case if student completes the passport creating process and get the passport issued.
5. After Verification by the Colleges, a consolidated verified list will be displayed in the Branch Login for Payment process. Branch then generate the Challan/EPS form this portal only (as this portal has already integrated with e-salary). Here please note that, Centralized Bill will be generated at the level of HQ not at the level of College. Passport fee will be reimbursed by the HQ only, not by the College.
6. The amount will be drawn by DDO of Higher Education Department for the payment of Passport fee.
7. After clearance of Bill from treasury, amount will be credited to all the concerned students.
8. This process will be effected from the present session i.e. 2022-23.

  
Assistant Director NPE  
for Director Higher Education,  
Haryana, Panchkula 