



BRAINWARE UNIVERSITY

398, Ramkrishnapur Road, Barasat, North 24 Parganas, Kolkata - 700 125

NOTICE

Ref. No.: BWU/REG/NTC/STD/2024/039

Date: June 28, 2024

HELPLINES

Students are hereby advised to follow the HELPLINE NUMBERS w.e.f June 28, 2024.

Scholarship & Rail Concession

Purpose	Contact Person	Department	Building	Floor	Room No	Phone no
Kanyashree Prakalpa	Ms. Deepanwita Dey	Registrar's Office	Rammohan Bhavan (Building VI)	Ground	015	033-69010532
National Scholarships						
WB Post-Matric Scholarship For SC/ST/OBC Students						
Swami Vivekananda Merit Cum Means Scholarship						
WB Chief Minister Relief Fund Nabanna Scholarship						
WB Post-Matric & Merit-cum-Means Scholarship for Minorities - Aikyashree						
Others Private Scholarships						
Railway Concession						

West Bengal Student Credit Card

Contact Person	Department	Building	Floor	Room No	Phone no
Mr. Siddhartha Sanyal	Registrar's Office	Rabindra Bhavan (Building V)	6th	610	033-69010517

Collection of Grade Cards / Certificates

Contact Person	Department	Building	Floor	Room No	Phone no
Mr. Angshuman Sikder	Examination	Prafulla Bhavan (Building III)	3rd	307	033-69010529

Collection of ID Cards

Contact Person	Department	Building	Floor	Room No	Phone no
Mr. Santanu Baral	Registrar's Office	Rabindra Bhavan (Building V)	6th	611	033-69010507



BRAINWARE UNIVERSITY

398, Ramkrishnapur Road, Barasat, North 24 Parganas, Kolkata - 700 125

Collection of Registration Certificate

Contact Person	Department	Building	Floor	Room No	Phone no
Ms. Reena Chatterjee	Registrar's Office	Rabindra Bhavan (Building V)	6th	611	033-69010507

Collection of Admission Kit / Dress Material

Contact Person	Department	Building	Floor	Room No	Phone no
Mr. Subrata Dey	Admission	Vidyasagar Bhavan (Building II)	Ground	006	033-69010561

Bonafide Letter

Purpose	Contact Person	Department	Building	Floor	Room No	Phone no
Bona-fide Letter For Education Loan	Ms. Mahua Bhaduri	Finance	Prafulla Bhavan (Building III)	Ground	001	033-69010634
Bona-fide letter	Ms. Deepanwita Dey	Registrar's Office	Rammohan Bhavan (Building VI)	Ground	015	033-69010532

Bonafide Letter (International students)

Contact Person	Department	Building	Floor	Room No	Phone no
Ms. Suchorita Bhattacharya	Students Relations	Vidyasagar Bhavan (Building II)	1st	101	033-69010562

Consultation with Doctor & Students' Counselor

Contact Person	Department	Building	Floor	Room No	Phone no
Ms. Deepanwita Dey	Registrar's Office	Rammohan Bhavan (Building VI)	Ground	015	033-69010532

Students' Forum - Password related issues & updating students' profile

Contact Person	Department	Building	Floor	Room No	Phone no
Ms. Reena Chatterjee	Registrar's Office	Rabindra Bhavan (Building V)	6th	611	033-69010507

University Mail ID – Password related issues (12:00 noon to 2:00 pm and 4:00 pm to 6:00 pm)

Contact Person	Department	Building	Floor	Room No	WhatsApp no
Mr. Partha Banerjee	IT Support	Prafulla Bhavan (Building III)	1st	105	9836115454
Mr. Sourav Chanda					9933976359
Mr. Bhola Sur					9836947653
Mr. Gour Chandra Shee					9007315215



BRAINWARE UNIVERSITY

398, Ramkrishnapur Road, Barasat, North 24 Parganas, Kolkata - 700 125

University Mail ID – Device related issues, Mail ID synchronization

(12:00 noon to 2:00 pm and 4:00 pm to 6:00 pm)

Contact Person	Department	Building	Floor	Room No	Phone no
Mr. Ujjal Mukherjee	IT Support	Prafulla Bhavan (Building III)	1st	105	9748041317
Mr. Biswajit Mahato					8328778052
Mr. Tuhin Chakraborty					8017108609
Mr. Anupam Dey					8697953581

Payment Related issues

Contact Person	Department	Building	Floor	Room No	WhatsApp no
Ms. Mahua Bhaduri	Finance	Prafulla Bhavan (Building III)	Ground	001	033-69010634

Check University Students' Self Service (www.brainwareuniversity.ac.in/studentselfservice) regularly for the followings.

Check attendance

View all announcements

Can post suggestion

Download admission documents

See examination notice

Can post enquiry

Download class notes, syllabus

See placement notice

Can post your problem

Sd/- **Mahua Pal**

Registrar

Brainware University