



BRAINWARE UNIVERSITY

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

NOTICE

Ref. No.: BWU/REG/NTC/STD/2026/031

Date: July 13, 2026

HELPLINES

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						
Aikyashree Scholarship						
e-Kalyan Scholarship						
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	9748111907

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

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



BRAINWARE UNIVERSITY

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

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

* Students are kindly requested to wait for further communication, which will be provided in due course of time.

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 Das	Students Relations	Vidyasagar Bhavan (Building II)	1st	101	033-69010562

Consultation with Doctor

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

Consultation with Students' Counselor

Contact Person	Department	Building	Floor	Room No	Phone no
Ms. Anandita Das	Registrar's Office	Satyajit Bhavan (Building I)	Ground	009	033-69010508

Students' Forum - Password related issues & update 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

Payment Related issue

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

Sd/- Dr. Swaraj Kumar Sarkar
Registrar (Acting)
Brainware University