



## *DEPARTMENT of TRANSPORTATION*

### INSTRUCTIONS TO PARENTS & STUDENTS

#### **Procedure to Get Bus Pass**

- ❖ After completion of Admission process for particular academic year.
- ❖ Pay prescribed Bus Fees in Account Section.
- ❖ Fill the Bus pass application form through concerned department Transportation coordinator along with Bus fee receipt & one Passport size photo.

CS	- Mr. Vishwas R	- Ph No.: 9916400865
IS	- Mr. Basavesh D	- Ph. No.: 9900692545
EC	- Mr. Harish G S	- Ph No.: 9916766007
EE	- Mr. Lokanathan M S	- Ph No.: 9141570401
ME	- Mr. Sriharsha S R	- Ph No.: 9036631586
CV	- Mr. Manjunath Katti	- Ph No.: 9844431198

- ❖ Transportation Department will verify your details & approve the same to distribute valid bus pass for particular period.
- ❖ Collect the Bus pass through Department Transportation coordinator as above.

#### **Note:**

- Bus pass is compulsory to commute in our college bus
- Students has to get bus pass well in advance to commute
- Bus pass will be verified from first day onwards
- Without valid bus pass fine up to Rs. 200/- per day
- Students has to carry bus pass regularly if not fine will be imposed
- College is not responsible for students personal belongings
- Students has to commute in any one bus regularly
- Change of route has to intimate to Manager to avoid discrepancies