



RABINDRA BHARATI UNIVERSITY

Emerald Bower Campus: 56A B. T. Road, Kolkata-700050

Jorasanko Campus: 6/4 Dwarkanath Tagore Lane, Kolkata-700007

PHONE: (033) E. B. Campus: 2557-1028/3028/4028/7161, J. S. Campus: 2269-5241/5242/6601/6610

Website: www.rbu.ac.in

Re-Accredited by NAAC with Grade - 'A' in 2016

Ref.No. RBU/FO/026/26-27

Date: 4th June, 2026

Internal Communication

All the permanent employees are requested to collect Form -16 for the FY 2025-26 (AY 2026-27) in person or through duly authorized person from Salary Section of the Finance Department from 04/06/2026 between 12:30 noon to 4:30 pm (except Saturday, Sunday & Holidays). Written authorization letter with attested signature and copy of identity proof of the authorized person is mandatory for collection the Form-16 through the Authorized Person.

Finance Department solicits your all possible help & kind cooperation in this regard.

(A) 04/06/26

Finance Officer (Acting)
Rabindra Bharati University