

**Manual – 17 Section 4 (1) (b) (xvii)**

**Such other information as may be prescribed and thereafter update these publications every years;**

The person seeking information may apply on a plain paper giving particulars of information being sought and his correct address for communication. Separate application for seeking information on different subjects is required. The application has to be accompanied with the prescribed fee. (At present a fee of Rs. 10/-). The fee is payable with each application which is towards the cost of processing the request;

Schedule of fees can be had from the Public Information Officer of the Vanijya Mahavidyalaya, Patna. For the time being the rates are as under:-

1. Rs. 5/- per page of A-4 or A-5 size.
2. Actual cost for sizes bigger than A-4 or A-5.
3. In case of printed material, the printed copies could be had from the College sales counter/authorized sales agents on payment.
4. In case of photo copies, the rate would be Rs. 5/- per page.
5. If information is needed on a disk or floppy subject to availability of information in soft form, the fee will be Rs. 100/- per disk/Pen Drive.
6. Admissible records may be allowed to be inspected on payment of requisite fee thereof.

Major portion of information will be available from the College broacher and academic Calendar. Some of these are available on the website of the College. Please ref. [www.vmpu.in](http://www.vmpu.in).

**This information will be improved further**