

## HELPDESK IMPORTANT NOTICE

OFFICIAL EMAIL ID OF HELP DESK

**helpdesk@hrc.du.ac.in**

### CONTACT NUMBER OF HELPDESK REPRESENTATIVES

	Name	Course	Contact number
1.	MR MD. KASHIF ANSARI ( <b>Convener</b> )	B.COM (HONS)	9871024224
2.	DR SUSHIL TIWARI	B.SC(H)BOTANY	9910769716
3.	DR SONU KUMAR	B.SC(H) CHEMISTRY & LIFE SCIENCES	8826494724
4.	MS. ALKA KHURANA	B.SC(H) COMPUTER SCIENCE	9818869485
5.	MR. NARESH	B.A.(H) ECONOMICS	9868998544
6.	MR. VAIBHAV I. PAREL	B.A.(H) ENGLISH	9811456073
7.	DR MANISH KUMAR	B.A.(H) HINDI	9013002325
8.	DR SANTOSH HASNU	B.A.(H) HISTORY	9999568694
9.	MR DASHRAT MEENA	B.SC.(H) MATHS & ANTHROPOLOGY	8447073796
10.	DR GAURAV	SPORTS	9711901007
11.	DR TANUJ DHAWAN	B.SC.(H)PHYSICS & ELECTRONICS	9891011363
12.	MS. SONIA YOGI	B.SC.(H)PHYSICAL SCIENCE & GEOLOGY	7291857828
13.	MR AJIT KUMAR	B.A.(H) SANSKRIT	8882056852
14.	DR POONAM RANI	B.SC.(H) ZOOLOGY	9210922949
15.	DR SATYENDRA SRIVASTAV	B.A.(H) PHILOSOPHY & BA PROG	9711442957

### IMPORTANT POINTS

1) Helpdesk committee is **not the appropriate platform to discuss payment related issues** (as this is controlled by DU, check DU bulletin for contact number or email ID of concerned person) and **admission related grievances/complaints** (there is a separate grievance committee for complaints related to admission. Details can be found under admission menu of Hansraj College website). Please contact concerned person only for such complaints/clarification.

2) Students **should find the name of helpdesk representative for their course** and contact only the concerned person for their specific queries.

3) Students **should not ask any queries related to document pending for verification status** as Forms are processed one by one and It may take more than standard time.

4) **Sending your problem through email/whatsapp should be preferred over voice call.** (As even in case of voice call, most of the time we will ask you to mail/send your problem on email or WhatsApp)

5) Student should write **subject of their email as coursename\_yourname**. For example B.com(hons)\_Ritikakapoor, B.A(H) Philosophy\_Rajkumar or B.Sc(H) Chemistry\_Sandipsingh

**Any email without the proper subject will not be entertained.**