

University of North Bengal



REQUISITION FORM FOR E-MAIL ACCOUNT (Teachers / Officers) (USE BLOCK LETTERS ONLY – ALL FIELDS ARE MANDATORY)

1. Full Name : _____
2. Designation : _____
3. Department/Centre : _____
4. Alternative Email ID : _____
5. Mobile No. : _____
6. Employee Code : _____ (Attach photocopy of the University ID Card)

OR

Employee ID : _____ (Attach photocopy of the Last Salary Slip)
(mentioned in salary slip)

Signature of the applicant

Date:

Signature with Seal of the Registrar

Date:

Note: Signed copy to be submitted at CIRM