

# University of North Bengal



## REQUISITION FORM FOR E-MAIL ACCOUNT (Teachers/Officers Only)

(USE BLOCK LETTERS ONLY)

1. Full Name : \_\_\_\_\_
2. Designation : \_\_\_\_\_
3. Dept./Centre : \_\_\_\_\_
4. Office Telephone Nos. : \_\_\_\_\_
5. Existing Email ID (Mandatory): \_\_\_\_\_
6. Mobile No. (Mandatory) : \_\_\_\_\_
7. Employee Code : \_\_\_\_\_ (Attach Xerox Copy of the University ID card)
8. Please specify the E-mail Account Name you wish to have

Option One

@nbu.ac.in

Option two

@nbu.ac.in

Date :

Signature

### User Counterfoil

The following email ID is created for Prof./Dr./Mr./Ms \_\_\_\_\_

on \_\_\_\_\_

@nbu.ac.in

Attach self attested photo copy of University Identity Card