

**DEPARTMENT OF ELECTRICAL ENGINEERING & INFORMATION TECHNOLOGY
COAE&T, Punjab Agricultural University, Ludhiana**

**REQUEST FORM FOR MEMBERSHIP OF PAU MAIL SERVER
(FOR NEW E-MAIL ID)**

1. Name	_____
2. Designation	_____
3. Mobile No	_____
4. Department	_____
5. Phone No of the Deptt	_____
6. Name of Building	_____
7. E-mail ID (Personal)	_____
8. Requested E-mail ID	_____

Note: Check your E-mail ID (Personal) for the first time password & change it on first use for security reasons.

Declaration:

- 1) I will abide by the IT laws and policies framed by the Govt. of India.
- 2) I will be solely responsible for any use/misuse of my Email ID.
- 3) I will be responsible for backup of my emails.
- 4) The email accounts that are inactive for more than 3 month will be deleted/ suspended without any prior notice.
- 5) I will abide to take NOC from UDC at the time of leaving this University.

(Full Signature & Designation)

Recommended & Forwarded

(Dean / Head)

Approved/ Not Approved

(Incharge, UDC)

(Receiver's Signature & Full Name)