

National Institute of Technology Calicut

APPLICATION FOR DUPLICATE IDENTITY CARD

DID

| (to be filled in by the student) | | | | | |
|----------------------------------|-------------------------|-----------------|---------------------------------|---------------|--|
| Name of the student | | Roll No. | | Branch | |
| Semester | Monsoon / Winter | | Date/Year of Issue of ID | | |
| | Academic Year | | | | |
| Email ID | | | Mobile No. | | |
| Name of Faculty Advisor. | | | | | |

| | | |
|--|---|------------------------------------|
| Where the ID has been lost (please tick mark) | Within the Campus | During Travelling |
| Damaged (If so, please return the damaged one) | At home | Any other: Pl. specify: |
| Have you ever lost the Identity Card before | If so When (Month/year) | |
| | How many times you have been issued duplicate ID Cards | |
| Number of books issued to you with your ID Card | | |
| Fee for Duplicate Smart Card Rs. 300/- (copy of receipt should be attached) | Receipt No. | Amount (Rs.) |
| | | Date |

DECLARATION

I hereby declare that the information given by me is correct. I am also aware that the Smart Identity Card declared to have lost by me has been irrecoverably lost and in case anyone makes wrong use of the same and or any claim based on the usage of this Smart Identity Card, I am fully responsible for the same. I will be liable for all the future losses/damages/consequences that may incur to the Institute, which shall be made good by me without making any counter claim. In the event, if it is traced, old smart ID will be surrendered immediately to the Institute.

Date: _____ Name _____ Roll No. Signature _____

(Office Use – Department/Section Level)

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|---|--|
| Remarks by Faculty Advisor | |
| Clearance from Head of the Department for issuing Duplicate Smart ID | |
| Library Clearance after making necessary changes in the database | |
| Main Computer Centre Clearance for issue of duplicate Smart Card | |

(For Academic Section)

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|-------------------------------|--|--|
| Date of Receipt | Date of Issue of Duplicate Paper Card | Date proposed for preparation of Smart Card |
| | | |
| Signature of the JS/DR(Acad.) | | |