**APPLICATION PROFORMA FOR ISSUANCE OF AN IDENTITY CARD**

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| --- | --- | --- |
| 1 | Name in Full (in caption letters) |  |
| 2 | Roll No. |  |
| 3 | Name of the Program |  |
| 4 | Name of the Department |  |
| 5 | Designation (for Project Staff Only)  |  |
| 6 | Project No. (for Project Staff Only) |  |
| 7 | Current A.Y Studying |  |
| 8 | Date of Birth  |  |
| 9 | Date of Joining  |  |
| 10 | New issuance / Duplicate issuance  |  |
| 11 | Reason for issuance of duplicate ID-Card (Loss / Any Changes) |  |
| 12 | Blood Group  |  |
| 13 | Mobile No.  |  |
| 14 | Emergency contact (Name & Mobile No) |  |
| 15 | Residential Full Address |  |
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**Note:**

1. Forward the soft copy of passport size colour photograph and Signature to **“ *rajesh.adm@iipe.ac.in ”.***
2. In case of missing/lost Identity card, please attach original copy of the FIR, deposit Rs. 200.00 (Rupees Two Hundred only), at F&A Division and submit the receipt in original along with this form.

Signature of the Applicant

(Signature of HOD with seal) (Signature of DOA with seal)