



भारतीय
प्रौद्योगिकी
संस्थान
काशी हिन्दू विश्वविद्यालय



INDIAN
INSTITUTE OF
TECHNOLOGY
BANARAS HINDU UNIVERSITY

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Ref. No.: IIT (BHU)/I. P. Cell/RFID./2017 - 18/467

Dated : 19th August 2017

*All the Heads of the Departments / Coordinators of the Schools, IIT(BHU),
The Coordinators / Incharge of Units / Centers / Offices, IIT(BHU),
All the Professor Incharges, IIT(BHU),
Indian Institute of Technology (BHU), Varanasi.*

NOTICE

All the Heads /Coordinators / Incharges of the Departments / Schools / Units are hereby informed that the Institute started preparing and printing of Student / Employee Identity Cards at its level.

In this connection, it is to request to all the concerned students / employees, who have joined the Institute recently who have not got issued identity cards or who have earlier uploaded their information for issue of identity card but still not in receipt of their identity card, to upload their information on the new form available on the Institute website www.icardiitbhu.com.

Further, the faculty members are requested to submit the hardcopy of the information uploaded, in the office of Faculty Affairs. Non faculty employees may submit hardcopy in the Administration and students in the Academic Section. Prepared identity cards will be sent to the Office of Faculty Affairs Administration and Academic Affairs for sending to the respective departments.

Yours faithfully,

Shati
Dy. Registrar (Accounts) *19/8/17*

Copy forwarded for information to the followings;

*All the Deans, IIT(BHU),
The Chief Councillor, IIT(BHU)-Gymkhana,
The Chairman, Senate Library Committee, IIT(BHU),
The Chairman, IIT(BHU) - Cafeteria Committee,
The Chairman, Council of Wardens, IIT(BHU),
The Coordinator, GTAC, IIT(BHU),
The Administrative Wardens / Wardens of the Hostels, IIT(BHU)-Hostels,
The Chairman, Web Management & E-mail Services Committee,
The Chairman, IWC, IIT(BHU),
The Incharge, 1st Year Computer Lab., IIT(BHU),
The Dy. Chief Proctor, IIT(BHU),
The Jt. Registrar - Admin. II, IIT(BHU),
The Asstt. Registrar, Faculty Affairs, IIT(BHU),
The Asstt. Registrar, Academic Affairs, IIT(BHU),
The P.S. to Director, IIT(BHU),
The P.A. to the Registrar, IIT(BHU),
Indian Institute of Technology (BHU), Varanasi.*

Shati
Dy. Registrar (Accounts) *19/8/17*