



**INDIAN INSTITUTE OF TECHNOLOGY (INDIAN SCHOOL OF MINES) DHANBAD
OFFICE OF THE DEAN (ACADEMIC)**

APPLICATION FORM FOR RE-ISSUE OF IDENTITY CARD

[Please send the duly filled-in form with enclosures to reg_pg@iitism.ac.in]

1.	Name of Student				
2.	Admission No.		Department		
3.	Program		Branch (if any)		
4.	Institute Email ID				
5.	Contact Number				
Reason for this request, Documents required to be submitted and processing charges:					
6.	Reason	Documents to be Submitted		Charges	Please tick
	Validity expired and the prescribed program duration is not over.	The student shall be required to submit expired ID Card along with this application.		Nil	
	Validity expired and the prescribed program duration is over.	The student shall be required to submit expired ID Card along with this application.		Rs. 300/-	
	Lost ID Card	Affidavit to be submitted in the enclosed format		Rs. 500/-	
	Accidentally damaged ID Card	The student shall be required to submit damaged ID Card along with this application.		Rs. 500/-	
Payment Details - https://www.onlinesbi.sbi/sbicollect/collecthome.htm?corpID=272342 (Select payment category: OTHER ACADEMIC FEES / FINES)					
7.	SBI Collect Reference No. / UTR No.				
	Amount Paid (in Rs.)		Date of Payment	DD/MM/YYYY	

Encl: Please attach the following:

- (i) Document as indicated in point 6.
- (ii) Receipt of the Online payment.

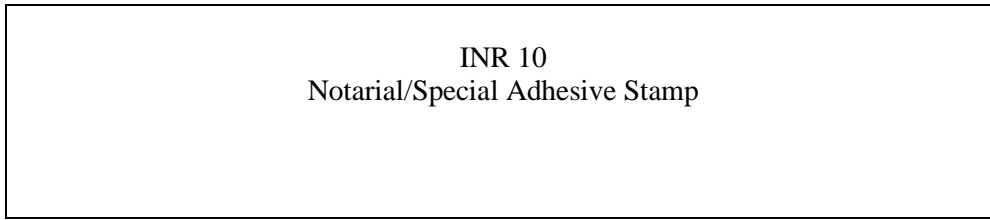
Date: _____

(Signature of the Student)

FOR OFFICE USE ONLY

Verification: The facts, as stated above are CORRECT/NOT CORRECT as per records available. Observations, if any: _____ _____ Date: _____ Signature of Dealing Assistant	Date of Receipt of Application: _____ Issuing Date of ID Card: _____ Date: _____ AR (Academic – PG)
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(FORMAT FOR AFFIDAVIT TO BE SUBMITTED IN CASE OF LOSS OF ID CARD)



Before the Notary Public, Dhanbad

AFFIDAVIT

I (Name of the student)

Admission Number..... Branch.....

Father's Name..... DOB.....

Present Address.....

do hereby solemnly affirm on oath and declare as follows:-

1. That, I have lost my original Institute's Identity Card and despite of all my efforts I couldn't trace it.
2. That, I request you to issue a Duplicate Institute's Identity card.
3. If I find back, my original Institute's Identity Card the duplicate ID card will be returned back to Institute.
4. That, I am swearing this affidavit to produce it before the concerned authority for issuance of Duplicate Institute's Identity card.

Solemnly affirmed before me

By the deponent who is duly

Identified by Shri.....

Advocate, Dhanbad

Dated _____

Notary Public, Dhanbad

Stamp & Sign

Verification

The statements made are true to my knowledge and belief. I am signing this Affidavit in Dhanbad on _____(Date)

Sign _____
(Deponent)

Identified by

Advocate