Centre for IT Enabled Services & Management

University of Jammu, Jammu, 180006

Application /Renewal Form for the use of Internet

Category: **Employee (T/NT)** ☐ ☐ **Scholar (PhD)** ☐ **Scholar (M.Phil)** ☐ **Guest** ☐ **Contractual Employee** ☐

For Guest (No. of days)……………

Name of the Applicant: _____ **Machine Type: Laptop** ☐ **Desktop** ☐

Name of the Department: _____

Designation: _____

Registration No (MPhil/PhD): _____ **(Attach a copy of Registration)**

Permanent Address: _____

Email Id: _____

Space for Attested Photograph (By HOD/ GUIDE/ CONCERNED

Phone No (O) / (M): _____

Certified that:

- **The work being done relates to my academic activity in University of Jammu.**
- **I agree not to use the facilities for any objectionable / criminal activity.**
- **I shall be entirely responsible for maintaining the secrecy of the user name and password allotted to me.**
- **Any unauthorized communication from my user ID will make me liable for any action against me by the University authorities under law.**

Recommendation of Concerned H.O.D &Guide

Particulars given above are correct.

Signature of the Applicant

Signature of Guide
Signature of HOD

No:_____ **Dated**_____

Approval of Director
(Centre for IT Enabled Services &Mgmt.)

Do not Write below this Line
(For Office Use only)

VLAN Id:_____ **Dated:** _____

User name:_____ **I.P Address allotted**_____

Password:_____ **Mac address:**_____

Received User Name & Password
Signature of the Applicant with date _____ **Asstt.Programmer (N/W)**

……

User Copy:

User name: _____ **Password**_____

Important Note:

- ➢ **Users are advised to change the Temporary Password. All users are expected to protect there Username / Password combinations confidentially.**
- ➢ **The Centre of the Department does not take responsibility for any kind of loss of data of any user due to power failure or any other unforeseen circumstances. It is advised that user take back up of his important files periodically.**
- ➢ **Validity of the Internet Usage depends on the category.**

** In case of Theft /loss of your laptop immediately report to Centre for IT Enabled Services & Management, University of Jammu for deactivation of your account.