भारतीय ौोिगक संस्थान कानपुर

**INDIAN INSTITUTE OF TECHNOLOGY, KANPUR**

कायार्लय अिधाता, िवाथ कायर्

**Dean of Students Affairs Office**

**(Form for Reissue of I-Card for the Student of IIT Kanpur only)**

**1) Please read the form carefully and fill the following details clearly:**

|  |  |
| --- | --- |
| **a) Name** | **:........................................................................................................** |
| **b) Roll No.** | **:........................................................................................................** |
| **c) Department** | **:........................................................................................................** |
| **d) DOB** | **:........................................................................................................** |
| **e) Local Address** | **:........................................................................................................** |

**f) Permanent Address: ........................................................................................................**

|  |  |  |
| --- | --- | --- |
| **Dealing Assistant** | **Superintendent** | **AR/DR(DOSA)** |

*(Before submitting this form, please make sure all the fields (like Permanent address, Parents’ name and mobile Number, Student’s mobile No.) on Pingala portal are updated & valid)*

**2)**

**Reason for requesting issue of the duplicate I-Card (**

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**)**

a) Update in Sign/ Photo/ details

b) Renewal

c) Damaged

d) Lost: 1

st

time/2

nd

time



**3) If the previous identity card is lost, please fill the following details:**

**Place of lost :………………………………..**

**Date of lost :………………………………..**

(Please attach a copy of Lost Article Report)

Declaration: *I hereby declare that if the previously issued I-card is recovered, the same will be returned to DOSA office.*

**Date: Signature of the applicant**

**FOR DOSA OFFICE USE ONLY**

Tariff for Students’ I-Cards

|  |  |
| --- | --- |
| Updation of Card (Any reason) | : `100/- |
| Lost/Damaged/Replacement | : `400/- |
| Lost/Damaged Second time | : `800/- |

*(Note****:*** *For payment option please select Student Benefit Fund Account through SBI collect and attach the payment receipt after successful transaction. The amount deposited for I-card will not be refunded in any case.)*

**DOSA/October-2023**