



University of Kashmir, Srinagar

HAZRATBAL SRINAGAR, KASHMIR - 190006
(NAAC Accredited Grade A)

Application Form for Issuance of Identity Card to University Employee

Paste

Passport Size
Photograph duly
attested by
applicant

1. Name : _____
 2. Father's/Husband's Name : _____
 3. Designation : _____
 4. Department/Office : _____
 5. Nature of Appointment : _____
Permanent/Temporary/
Contractual etc
 6. Date of Appointment : _____
 7. Date of Birth: _____ Blood Group: _____
 8. Residential Address : _____
 9. Telephone /Mobile No. : _____
 10. Whether Identity Card : _____
previously issued
(If yes, the previous I-Card will be surrendered with this form)
- I hereby certify that the information provided above is correct.

(Signature of the Applicant)

Recommendation of HOD/Controlling Officer. _____

Signature & Seal of HoD/Controlling Officer

Verification by Estates Section

Identity Card in favour of above named University Employee may please be issued. His/Her particulars have been verified and the applicant has deposited the fee.

Dealing Assistant Section Officer Assistant Registrar (Estates) Dy. Registrar (Estates.)

For Office Use Only

Received payment of Rs. _____ vide Receipt No. _____ dated _____

S.No. of I-Card _____

Sig. of Dealing Assistant



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Receipt of Identity Card

I _____ received Identity Card
bearing Serial Number _____.

Date _____

Signature of Receiver

Note:-

- (i) I-Card will be issued after 15 days of submission of application form.
- (ii) Fee for issuance of I-Card is Rs. 100/-. An amount of Rs 100/- be deposited in the "Estates Maintenance Fund" Account No. 54833, J&K Bank, Hazratbal, Srinagar. The receipt of fee is to be attached with the application form.
- (iii) Attach one extra photograph with the application form.

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