

APPLICATION FOR BIT ID CARD

BACHELOR OF INFORMATION TECHNOLOGY PROGRAMME

TO BE FILLED BY THE APPLICANT			
Registration No:		Index No:	
National ID Card No :			
Name in Full: (with in Block Capital Letters)		
Permanent Address:		
Mobile Number :		Email :	
Reason to apply a new BIT ID :	Lost the BIT ID Card / No space for future endorsements		
Payment Details :	Amount Paid : Date Paid : (Please pay the relevant fees to People's Bank and attach the payment voucher with this Application)		
Applicant's Signature:	<div style="border: 1px solid green; height: 60px; width: 100%;"></div>	<div style="border: 1px solid green; width: 150px; height: 100px; display: flex; align-items: center; justify-content: center;"> Photograph </div>	

FOR THE USE OF STAFF, EXTERNAL DEGREES CENTRE	
Checked the above information and received the form.	
Date :	<div style="border: 1px solid green; width: 150px; height: 30px;"></div>
Prepare the BIT ID Card : APPROVED / REJECTED	
Date :	Coordinator/EDC :

BIT Registered Students are required to apply for a new BIT ID Card due to following reasons.

- ❖ If lost the BIT ID Card.
- ❖ If your BIT ID Card has no space for future endorsements.

Students are kindly advised to get a New BIT ID Card, before the scheduled semester exams and endorse the ID Card for 2019 Registration.

You are kindly requested to send us the following documents, as early as possible.

- (i) Application Form for the Duplicate BIT ID Card
- (ii) 2 colour photographs (passport sized, red colour background)
- (iii) Payment Voucher for Rs. 1,500/= as the Duplicate ID Fee (Pay the relevant fees to People's Bank and attach the payment voucher with this Application)
- (iv) Photocopies of the (Personal Details Page and the Registration Records Page) Old BIT ID Card, if no space
- (v) Please submit an affidavit, in case you have lost the BIT ID card

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