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|  | **Hkkjrh; izkS|ksfxdh laLFkku dkuiqj** |  |
| **INDIAN INSTITUTE OF TECHNOLOGY KANPUR** |
| **“kSf{kd foHkkXk : dk;kZy;] fMftVy yfuZax** |
| **ACADEMIC SECTION: OFFICE OF DIGITAL LEARNING** |

**Form for duplicate I-Card for the eMasters Degree Programme Students**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name** | **:** |  | | |
| **Roll No.** | **:** |  | | |
| **Programme** | **:** | **eMasters in\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | | |
| **Date of Birth** | **:** |  | | |
| **Email (IITK)** | **:** |  | | |
| **Correspondence Address** | **:** |  | | |
| **Reason for requesting the issue of the duplicate I-card:**   1. Lost: 1st time / 2nd time 2. Any other reason: | | | | |
| **If the previous identity card is lost, mention place and date of the loss:**  (attach a copy of FIR lodged)  **Date: Signature of the applicant** | | | | |
| **PENALTY CHARGES FOR STUDENT’S I-CARDS** | | | | |
| Updation of Card (Any reason) | | | : | ₹100/- |
| Lost/Damaged/Replacement | | | : | ₹400/- |
| Lost/Damaged Second Time | | | : | ₹800/- |

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| --- | --- | --- | --- |
| **Bank Account Details for the Payment** | | | |
| **Bank Name** | State Bank of India | **Branch Name** | IIT Kanpur |
| **Beneficiary Name** | Registrar, IIT Kanpur | **Bank A/c No.** | 10426002137 |
| **IFS Code** | SBIN0001161 | **Bank Swift Code** | SBININBB499 |

**Dealing Assistant Professor In-charge (ODL)**

**Note:**

1. In the instance that a student loses his or her ID card, he/she must file a FIR and submit this form to **dloffice@iitk.ac.in** along with the payment transaction ID or receipt.
2. Received duplicate I-Card with the undertaking if the previously issued I-card recovered the same will be returned to **Office of Digital Learning, Room No. 403 (B), IME Building, IIT Kanpur, Kanpur-208016**. The amount deposited for I-card will not be refunded.