



DELHI TECHNOLOGICAL UNIVERSITY

SHAHBAD DAULATPUR, BAWANA ROAD, DELHI-110 042

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APPLICATION FOR ISSUANCE OF IDENTITY CARD

Application by employee (To be filled by the employee)

Employee ID No.	:	
Name (in Block Letter)	:	
Designation	:	
Department	:	
Status of Appointment (Tick relevant status)	:	(Regular/Contractual/Deputation/Retired/Re-Employed)
Mobile No.	:	
Emergency No./Residence No.	:	
E-mail ID	:	
Residential Address	:	
Blood Group	:	
Date of Joining	:	
Date of Birth	:	
Date of validation of old Id-Card (Attach Photocopy)	:	

Note: Please attach one copy of recent passport size photograph)

(Signature of Employee)

(Signature of HoD/Branch-in-Charge/Reporting Officer)

Deputy Registrar (Estt. Branch):

For verifying the above information provided by the applicant.

Office-in Charge (Gen. Admin.)

Instructions:

1. The applicant is required to send a soft copy of photograph and signature (in jpg/jpeg format) to ga@dtu.ac.in .
2. The retired applicant is required to attach superannuation office order.
3. The contractual/deputation and re-employed applicant is required to attach the office order for the duration of employment.
4. The applicant is required to surrender the old ID-Card (if any) at the time of issuance of new card.