



राष्ट्रीय प्रौद्योगिकी संस्थान अगर्तला  
NATIONAL INSTITUTE OF TECHNOLOGY AGARTALA

Barjala, Jirania, Agartala – 799055 (Tripura)

MANAGEMENT INFORMATION SYSTEM (UNIT)

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**MIS USER ACCOUNT OPENNING FORM (Other than students)**

1.Full Name :	
2.Designation:	
3.Department/Section	
4.Date of Joining In the above mention Designation:	
5.Email Id:	
6.Mobile No:	
7.Privilege required ( as Suggestion) :	

**Declaration:**

I hereby declared that the information furnished above is correct to the best of my knowledge.

Signature of the Applicant

**Must need Recommendation for user account creation with MIS system:**

1. Person's next higher level Authority or MIS In charge:

**Note:**

1. User name and password will be sent to the applicant's email.
2. On the consent of MIS-Faculty In- charge or other related higher authority the privileges may be granted or not.
3. Account can be blocked temporarily at any time for security reasons.
4. If account holder leaves his/her designation or not using the account he/she should inform this to the MIS UNIT so that his/her account can be handed over to the person taking his charge or it may be blocked as per requirements.
5. Account holder is responsible for the changes made by him/her in the MIS SYSTEM.