

BANKURA UNIVERSITY

Request to Surrender and Closure of Institutional Email Address with domain **bankurauniv.ac.in**

To
The Registrar
Bankura University

Sir/Madam,

I, a Research Scholar in the Department of bearing registration number....., is hereby requesting to surrender my institutional email ID which was issued for academic purposes during studies at Bankura University.

My studies for the Ph.D. Programme at Bankura University has been completed as of/...../..... [Date of Completion] and access to this email account is no longer required.

It is understood that my access to this account will be revoked. Confirmation is given that all necessary academic data, files, and communications have been backed up.

I hereby declare that I conformed to the “Terms and Conditions” which was decreed during the opening this Email Address. This was only for my research purposes and could not use the University Email ID without the knowledge of research supervisor. I am solely responsible for using the University Email ID if anything went wrong.

Thank you for your assistance and support during my time at Bankura University.

Sincerely,

.....
Signature of the Scholar

.....
(Signature of the Supervisor with Seal)

Email Address:

Phone Number:

Date:/...../.....

Verified by

.....
Research Office