

Kathmandu University
ISMS
Dhulikhel, Kavre, Nepal
E-mail registration Form

Full Name :..... Corresponding email Address :.....

KU Email Address (Option) 1).....2).....

Designation :.....
School of :.....
Library Member Code

Dept. Phone :.....
Department :.....
Contract Period :.....

HOD/Coordinator/In-charge/CAO
Name :.....
Date :.....

- Note: 1) ISMS is not backing up individual emails so Email users are responsible for backing up their individual messages and folders as appropriate (eg. Outlook, thunderbird, pop account & third party software).
2) After the resignation or contract date is not renewable from the University, Email will be automatically eliminated after one month without prior notice.
3) All rules and regulation of KU IT Policy are followed.

I agree with the above mentioned rules & regulations

Signature :.....

For official use only

.....@ku.edu.np

Issued By
Name:
Date:

Kathmandu University
ISMS
Dhulikhel, Kavre, Nepal
E-mail registration Form

Full Name:..... Corresponding email Address:

KU Email Address (Option) 1).....2).....

Designation:
School of:
Library Member Code

Dept. Phone :.....
Department :.....
Contract Period:.....

HOD/Coordinator/In-charge/CAO
Name :.....
Date :.....

- Note: 1) ISMS is not backing up individual emails so Email users are responsible for backing up their individual messages and folders as appropriate (eg. Outlook, thunderbird, pop account & third party software).
2) After the resignation or contract date is not renewable from the University, Email will be automatically eliminated after one month without prior notice.
3) All rules and regulation of KU IT Policy are followed.

I agree with the above mentioned rules & regulations

Signature :.....

For official use only

.....@ku.edu.np

Issued By
Name:
Date: