ENVI Installation Key(s) Request Application Form
(For AMU Employees)

D. No.:_____   **Date:** ____/___/_____

	S. No.	Section1: Faculty/Staff Personal Details	
University Employee (Faculty/Staff)	1.	Name	
	2.	Designation	
	3.	PID	
	4.	Department	
	5.	E-mail **(Please provide valid email for further correspondence)**	
	6.	Mobile Number	
	7.	Software Package Category	**ENVI**
	8.	Justification of Software Package requisition	

Declaration

I hereby confirm and certify that the above information is correct to the best of my knowledge. I, also understand that if at any stage, it is detected that the information supplied by me is falsified, I will be liable for disciplinary actions as per the university rules.

Date: _____

_____
Signature of Faculty/Staff

IT Focal Point	**Section 2: For official Use (*IT Focal Point*)**

It is verified that Mr. / Ms. _____, PID _____ is a Faculty/Staff member of this Faculty. His / Her aforesaid request for **Installation Key(s) of Software Package(s)** is **approved**.

Date: _____
Name of IT Focal Point:_____   --------------------------------
                                                         Signature of IT-Focal Point
                    Name of the Faculty _____, AMU

Computer Centre	**Section 3: For official Use (*Computer Centre*)**

Installation Key(s) request has been processed and the Installation key(s) details have been sent to IT focal point of faculty _____ via D. No. _____ dated ___/___/_____.

_____
Signature of Concerned Person, Computer Centre, Aligarh