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UNIVERSITY EMAIL ACCOUNT

**Option Form**

**Kind Attention – All members of the Faculty/Officers, University of Calcutta**

**Consent for Continuing Access to Institutional Email Account**

I……………………………………………………………………………………………………..(Name),………………..…….…………………………………………………………………….(designation) of …………………………………………………………….. (department) do hereby choose to get access to my institutional email account on the migrated Google Server platform.

My existing institutional (caluniv.ac.in) email ID is ……………………………………………………………………..

Signature

Date

Please provide your alternate email address (gmail, yahoo, rediff, etc.) for communication………………………………

The completed option form may please be sent to [emailoption@caluniv.ac.in](mailto:emailoption@caluniv.ac.in)



**University Librarian**