

North East Regional Institute of Education, NCERT
Registration Form for Internet Access

Employee Category: Regular [] Contractual/Outsource [] JPF/Others []

1. **Name (in Block Letters):** _____
2. **Department/Centre/Division/Branch Name:** _____
3. **Email ID:** _____
4. **Mobile No:** _____
5. **Designation:** _____
6. **Category:** Academic [] Non-Academic []
7. **Date of retirement/Contract end date** _____

**All fields are mandatory*

Terms and Conditions

1. All the users are to abide by NERIE IT usage Policy (*available on NERIE Website*).
2. Users will be communicated the ID and password for using the NERIE internet via email. They are requested to change the default password immediately after first login. Password secrecy is user's responsibility and the Institute is neither responsible nor accountable for any type of misuse of the compromised accounts. Gross misuse will lead the account to be deactivated. User is advised to immediately inform System Analyst, NERIE in such cases to avoid account deactivation.
3. Users are requested to install antivirus software and update them regularly in their gadgets.
4. User's password will get disabled when not in use for 60 days and the account will be deleted immediately.
5. NERIE does not share any user information with anyone unless authorized by the competent authority of the council.
6. User must take the No-Dues from ICT department at the time of relieving from the duties (in case of transfer /retirement/tenure completed also).
7. The wi-fi enablement under the password is exclusive to an applicant only. User will be solely responsible for its use and misuse.
8. It is informed that any action or communication (texts/images/video etc.) done through Institute Internet, will be attributed to the concerned user if it has been done using the user's device(s)/unauthorized login with or without the user's consent.
9. User should always understand that it would be presumed that he/she is aware of the legal consequences of any wrong use of internet etc.

Declaration:

1. I undertake that I would keep my password secret and I understand that it is my responsibility to maintain its secrecy and I assume full responsibility for the same from the moment the password is issued to me.
2. I also understand that if an unauthorized person accesses the email or internet on my user credentials, I would have to own responsibility for the same. I have put my signature onto this application form to acknowledge this accountability/responsibility.
3. I have read and understood the IT usage Policy and abide by the terms and conditions mentioned therein.

(Signature of the applicant with date)

Verified and forwarded

(Principal/Head of the Department/In-Charge ICT)