

**SOFTBOX MANAGED BY
CYBER CENTER****Advancing Communication for a Better Education****NSTU SOFTBOX ACCESS APPLICATION**

EMPLOYEE NAME:

OFFICE UNIT NAME:

EMPLOYMENT TYPE:

P I N & DESIGNATION:

PHONE NUMBER:

RECOVERY EMAIL:

PURPOSE OF THIS ID:

EXPECTED EMAIL ID*:

*Expected email add should contain first/ last name and @admin.nstu.edu.bd extension. e.g. javed@admin.nstu.edu.bd

I, _____ (office unit head), hereby request the university authority to grant a login credentials to the above applicant. I believe the account holder is well aware about the sensible usage of the system. If any future law breaching is occurred, our office unit is committed to cooperate the authority to take investigative action against him/her as per university rule.

Date

Office Unit Head's Signature**USER'S AGREEMENT**

I, _____ (account holder name), have read and understood the terms and conditions of using NSTU SOFTBOX services set by the university. I will use this official account for the sole purposes of the office unit I work for. I won't use this email address to any questionable websites, apps or places. I won't keep this account unattended and will immediately update the cyber center by letter if I lost access to this account. Overall, I won't misuse this system anyway and always follow the best practices to uphold the dignity and reputation of the Noakhali Science and Technology University.

Account Incharge's Signature