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| **Application for Accessing HD and Multimedia Lab Computer** |
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Central Computer Center

Khulna University of Engineering & Technology

Chairman

Central Computer Center

Khulna University of Engineering & Technology

Khulna 9203

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| Applicant’s Name | | : |  | | | | | | | | |
| Applicant’s Roll | | : |  | | | | Email: |  | | | |
| Year and Term | | : |  | | | Program: | | UG/PG | | | |
| Department | | : |  | | | | | Mobile No. : | | |  |
| Duration of Access(Max 06 months) | | : | Start: |  | | | | End: |  | | |
| Preferred use time during the day | | : |  | | | | | | | | |
| Types of simulation and software needed | | : |  | | | | | | | | |
| Supervisor’s Name | | : |  | | | | | | | | |
| Supervisor’s Recommendation | | : |  | | | | | | | | |
| Supervisor’s signature with seal | | : |  | | | | | | | | |
| Student’s Signature | | : |  | | | | | | | | |
| Date | | : |  | | | | | | | | |
| **For Office Use Only** | | | | | | | | | | | |
| **Signature of the Concerned Officer** | **Approval Status** | | | | **Computer No.** | | | | | **Signature of the Chairman** | |
|  | Yes/No/Pending | | | |  | | | | |  | |

By submitting, the applicant accepts with the following terms and conditions.

* The users agree and must follow the rules and guidelines of Central Computer Center (CCC) for using laboratory computers and other facilities.
* The user should not change the administrative setting and password of the computer.
* Any unauthorized software installation and use is strongly prohibited. The computer will be used for the above mentioned purposes only.
* The CCC can change the setting and configure the setting for different purposes. Therefore, the students must back up their data by their self-responsibility.
* Your access will be automatically expired after the approved time period. The CCC is not responsible for any damage or loss of data.
* The CCC has right to cancel the access and formatting the computer upon the violation of the rules.