

## **How to get a new email-id**

To get a new email-id in the Institute domain(nitr.ac.in), please download and fill up the form given at <http://nitr.ac.in/mail.php> and get it forwarded by concerned head and then send to Head, Central Computer Center. **As email-id is a sensitive matter so only hard copy of the form will be accepted**

**Note1:** Please write correct email-id (non-NIT Raipur) and mobile number where email-id in Institute's domain will be sent.

**Note2:** Once email-id is given to the applicant, It will be his/her sole responsibility to take care of all the activities made using this