



# Cox's Bazar International University

*Enlightening Tomorrow*

## New Email Account Form

(Please fill the form and send to IT Division)

Employee ID: .....

Name: .....

Department/Division/Office: .....

Designation: .....

Joining Date: .....

Mobile Number: .....

Present Email: .....

Institutional Email Address: .....

@cbiu.ac.bd

Office 365 Access (Optional): .....

@faculty.cbiu.ac.bd

I agree. (If find any suspicious activity or compromised or making spam etc, the account will be deleted without any notice.)

\_\_\_\_\_  
*Applicant's Signature*

### Official Use only

Approved Email: .....

Password (Temporary): .....

Date: .....

\_\_\_\_\_  
*Authorize Signature*

→For any Query Please Contact: IT Division, CBIU, PABX: