No.:DUCS/Lab./Notice/2021/
February 01, 2021

NOTICE

The students of MCA and M.Sc. Computer Science (Only 1st year and residence of Delhi) under **PWD/Disabled Category** and financially **weaker section**, that 04 Laptops under PWD category and 09 Laptops for financially weaker students are available in the department. The students, who have requirement of Laptop for their study and course work, are advised to submit an application/undertaking form for issuing a Laptop for academic year 2020-21. The laptops are to be returned **after 2nd Semester examination.**

Submit the application/undertaking form with the following documents on e-mail lab.cs.du@gmail.com :

1. Application form of undertaking with Parents/Guardian signature.
2. Income Certificate (attested by employer office)
3. Admission Form
4. Copy of Aadhar Card
5. Fee receipt of Current Semester
6. 10th class Certificate
7. Residence address proof

(NEELIMA GUPTA)

Head

The Head
Department of Computer Science
University of Delhi
Delhi – 110 0007

Subject: Issuing a Laptop for my study and course work.

Respected Madam,

It is requested to kindly issue a Laptop to me for study purpose from the Department. My financial position is not good, I am unable to purchase a laptop or desktop. I am enclosing the required documents. My particulars are given as below:

Name of the Student			
Father/Guardian's Name			
Course, Year, Semester			
Roll No.			
Year of Admission			
Address			
Contact No.	Student:	Parents:	
Email ID			
Adhar No.			

Thanking you with regards

Yours faithfully,

(Signature of student)   **(Signature of Parents/Guardian)**

Received Laptop Sr.No.: _____

Date: _____

(Signature of Student)