



## VIDYASAGAR UNIVERSITY, CENTRAL LIBRARY

### PASSWORD / OTHER E-SERVICES RESET REQUEST

This form is used to change your password of various E-Services provided by the Central Library, Vidyasagar University.

We will create a temporary password and you will be notified of your reset password via your mailing address which will then allow you to set a working password online depending on the service type.

Your password is a confidential piece of information that identifies you to University online services. **You are responsible for any activity initiated from your account.**

Name (In Block Letters):

Reset Request for: Email / E-Service /Other Services (if other then Please Specify) .....

**The Username for which you want to RESET:**

Office Email:

Other Email:

Mobile:

Department: ..... Designation: .....

*I authorize to reset and send notification of my password throw my Email address.*

*I understand that the information on this form is confidential and will only be used for the purpose of verification of my identity.*

**Signature:** .....

**Date:** ..... / ..... /201.....

*Once you receive your reset password, you can change it from website.*