EMAIL ADDRESS REQUEST FORM FOR OFFICES

ICT (Information and Communication Technology) Cell, University of Dhaka

Ref. No: **1817**
Date: 23/02/2026

OFFICE INFORMATION

Office Name	:	Office of the Students Counselling and Guidance
Office Address	:	2nd Floor, TSC, DU
Office Phone	:	01338540348

EMAIL USER

Name of User	:	Mahjabeen Haque
Designation of User	:	Director
Employee ID	:	1998089001
Mobile	:	01977583902
Existing Email	:	scgodirector.du@gmail.com

REQUESTED EMAIL

Requested Email id(s)	:	**scgodirector-egp@du.ac.bd**
Purpose of this email address	:	Official Use and E-gp

DECLARATION

I hereby take the full responsibility of the authenticity of the information provided in this form. The administration of the University of Dhaka or the ICT Cell shall not be held responsible if any of the aforementioned information is found forged/incorrect.

N.B. The email account will be activated after two working days from receiving this application form ICT Cell.

Applicant	**Head of Office**	**Director**
Signature and Date	Signature, Date and Office Seal	ICT Cell, University of Dhaka