

**Information & Communication Technology Cell
(ICT Cell)**

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ইনফরমেশন এন্ড কমিউনিকেশন টেকনোলজি সেল
(আইসিটি সেল)

৫ম তলা, প্রশাসনিক ভবন

পাবনা বিজ্ঞান ও প্রযুক্তি বিশ্ববিদ্যালয়, পাবনা

ওয়েব সাইট: www.pust.ac.bd

ফোন: +৮৮ ০৭৩১-৬৩৮৪৪

Virtual Class Room Requisition Form

1.	Name of the Department/Office/Section	:					
2.	Program Title	:					
3.	Date of Program	:					
4.	Program Start & End Time	:	Start	:	End	:	
5.	Program Duration	:	Hour	:	Minute	:	
6.	Purpose of the Program	:					
7.	Number of Participants (Maximum Capacity=40)	:	Not More Than 40 (Forty) Person				
8.	Generator Backup	:	<input type="checkbox"/>	YES	<input type="checkbox"/>	NO	*Put tick mark (If YES, have to pay fuel cost)

Signature & Seal
Head of the Department/Office/Section

(For the ICT Cell Office)

Md. Anwar Hossain
Director, ICT Cell
Pabna University of Science and Technology
Email: manwar.ice@gmail.com

1. Submit the Requisition Form at least 3 days before the program date.
2. Food and water is not allowed in VC room.