

PDPM
INDIAN INSTITUTE OF INFORMATION AND TECHNOLOGY
DESIGN AND MANUFACTURING JABALPUR

STUDENT AFFAIR'S OFFICE

Following are the services provided by the DSA office. Students are advised to mail their concerns in accordance with the following table

S. No	Details of the Service/ Certificate Name	Maximum processing time for the office	Dealing Person With Mail ID	Application form link (Path → iiitdmj.ac.in → Deans → Dean students → Important Forms)
1.	H_152_Passport Bonafide Form	3 Days	Mr. Rajesh Kanaujia krajesh@iiitdmj.ac.in	http://172.27.16.19/Students%20Affair/forms/H_152_Passport%20Bonafide%20Form.pdf
2.	H_153_Hostel Accommodation Form UG & PG during Summer	3 Days	Mr. Amit Kashyap kashyapa@iiitdmj.ac.in	http://172.27.16.19/Students%20Affair/forms/H_153_Form%20Hostel%20Accommodation%20during%20Vacations.pdf
3.	H_154_Hostel Guest Room Booking Form	3 Days		http://172.27.16.19/Students%20Affair/forms/H_154_Requisition%20Form%20for%20Booking%20Cancellation%20of%20Accommodation%20of%20Guest%20Room%20in%20Hall%20of%20Residence.pdf
4.	H_155_Late staying out side Hostel Form	NA		http://172.27.16.19/Students%20Affair/forms/H_155_Request%20for%20Special%20permission%20for%20Late%20staying%20by%20Students%20of%20Hall%20of%20Resident.pdf
5.	G_181_Club Membership Form	NA		http://172.27.16.19/Students%20Affair/forms/G_181_Club%20Member-Ship.pdf
6.	G_192_ID Card Form	3 Days		http://172.27.16.19/Students%20Affair/forms/G_192_ID-Card%20Form.pdf
7.	G_183_Event Organizing Form	3 Days		http://172.27.16.19/Students%20Affair/forms/G_183_Event%20Organizing%20form%20Revised.pdf
8.	G_184_Event Registration Form	NA		http://172.27.16.19/Students%20Affair/forms/G_184_Event%20Registration.pdf
9.	G_185_Result of Event Form	NA		http://172.27.16.19/Students%20Affair/forms/G_185_Result%20Announcement%20of%20Event.pdf
10.	G_186_Event Completion Report Form	NA		http://172.27.16.19/Students%20Affair/forms/G_186_PROFORMA%20FOR%20EVENT%20COMPELTION%20REPORT.pdf
11.	G_187_Refreshment Form	3 Days		http://172.27.16.19/Students%20Affair/forms/G_187_Refreshment%20Requisition%20Slip.pdf
12.	G_188_Charge Handover-Takeover for Club	3 Days		http://172.27.16.19/Students%20Affair/forms/G-188_Club%20Charge%20Handover.pdf
13.	Nomination Form for Student Senate Member	NA		http://172.27.16.19/Students%20Affair/forms/G_182_Nomination%20Form%20for%20Student%20Senate%20Member.pdf
14.	Application for certificate of appreciation	3 Days		Mrs.. Aishwarya Pradhan aishwarya@iiitdmj.ac.in

- However if you concerned is not addressed within the stipulated time then students can mail at following mail id: arsa@iiitdmj.ac.in
- Any other issue which is not covered in the table can also be mailed at the same email id.