## **Directorate of Information Technology**



## NAVSARI AGRICULTURAL UNIVERSITY ERU CHARRASTA NAVSARI-396 450 PH.NO.02637-282770

Dt: 01/06/2012

## **CIRCULAR**

Department of Information Technology, NAU is happy to announce that our account "Google Apps for Education" is active by Google. We are now able to create email address to university employee with nau.in

To open email accounts under nau.in all heads of unit/sub units has to send the mail to Director of IT in prescribed format. Prescribed format would be attached in next announcement from Director of IT.

## Send details in prescribed format to dit@nau.in through head's mail address.

- 1) Individual email address request by employee will not been considered at all.
- 2) We will not consider any email send from mail account other than head.
- 3) We will not considered details if it is not send in prescribed format.
- 4) We will not at all consider hard copy letters.
- 5) Head is requested to send all details at once.
- 6) Download prescribed format from next announcement, Fill information, send the file from head's mail account to <a href="mailto:dit@nau.in">dit@nau.in</a>

Directorate of Information Technology Navsari Agricultural University, Navsari