

## REQUISITION FOR DUPLICATE IDENTITY CARD

From

SDE Campus

Date .....

To  
The Director,  
School of Distance Education  
Andhra University  
Visakhapatnam

Sir,

Sub : Issue of Duplicate Identity Card-Reg.

I, ..... studying B.A./B.Com./B.Sc./M.A./M.Com./M.Sc./  
P.G. Diploma in ..... in your School. My original Identity Card is misplaced. Hence I  
request you to kindly arrange to issue duplicate Identity Card. I herewith enclosed Challan for Rs. ....  
My particulars are given below.

Name in Full :

Code Number (full )  
with academic year } :

Course of Study :

S.D.E. Challan No. .... Rs. .... Date .....

D.D. No..... Rs. .... Date.....

*Yours faithfully,*

---

### FOR OFFICE USE

To  
The Superintendent  
Examination Section .....

Sir,

Please arrange to issue Duplicate Identity Card of the candidate.

Date :

Time :

**Learner Interface**