



# ANNA UNIVERSITY

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Circular No.: KDC/UD/Smart Card/2018-19

Date: 27.11.2018

## CIRCULAR

Sir/Madam,

Sub : AUKDC - Application for Smart Card through online -Intimation-Reg.

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The Knowledge Data Centre (KDC) is issuing University Multipurpose Smart Card System (UMPC) to faculty and staff members of Anna University. The process of issuing smart card for all Teaching, Administrative and Technical staff members is computerized and the staff shall apply through online through <https://www.aukdc.edu.in/ADaMS> (for new ID Card, lost ID Card, change of name, change of designation, change of address) using their respective login in ADaMS through USER Menu - Smart Card Application. The necessary document (PDF format) along with photograph (JPG format) shall be uploaded.

The application and uploaded document shall be forwarded to KDC by respective Officers / Heads of Departments / Directors of Centre / Deputy Registrar through their respective login in ADaMS - HoD / Director – Staff Smart Card Approval.

  
27/11/18  
REGISTRAR<sub>02</sub>

To

All the Deans / All the Directors / All the Chairmen / CoE / ACoE

All Heads of Departments / Division

The Finance Officer / The Professor and Estate Officer

The Deputy Registrar (P/F/C/G/S)

All Unit Officers / Section Heads

PS to VC / PA to Registrar