



Sub: Issuance of Uniform Identity Cards to All Students of Visva-Bharati.

It is hereby notified that Visva-Bharati is initiating the process for issuance of **uniform Identity Cards to all students of the University**. All students are required to **register and apply for the Identity Card carefully and correctly** through the following online portal:

Student Identity Card Portal: <https://studentidcard.visvabharati.ac.in/student/register>

Students are advised to ensure that all particulars entered in the application form, including personal details, programme/course details and photograph, are **correct and complete** before submitting the application.

After submission, the application shall be **verified by the concerned Head of the Department (HoD)**. The verified application/form is required to be uploaded through the **same Student Identity Card Portal**. The process shall be as follows:

1. **Student Registration:** Students shall register through the Student Identity Card Portal.
2. **Online Application:** Students shall carefully fill in and submit the Identity Card application form along with the required details/documents.
3. **Verification by HoD:** The concerned HoD shall verify the application and particulars submitted by the student.
4. **Uploading of Verified Form:** The verified form shall be uploaded through the same portal.
5. **Printing Status:** The status regarding printing of the Identity Card shall be communicated to the student through the **registered e-mail address**.
6. **Collection of Identity Card:** After receiving the communication regarding printing, students shall collect their Identity Cards from the **Computer Centre, Visva-Bharati**.

Students are requested to complete the registration and application process carefully and within the stipulated time to avoid any delay in the issuance of their Identity Cards. Any discrepancy in the information provided by the student may result in delay in verification and printing of the Identity Card. Students are therefore advised to check all information thoroughly before final submission.

All Head of Departments (HODs) are requested to carefully verify and **recheck the validity provided in ID card application** before approving the same.

Ref. No. VBCC/116/2026-27

Dated: 15/09/2026



Registrar
Visva-Bharati

Copy to:

1. All Bhavana principals: For circulation among the HODs
2. Joint Registrar, Central Purchase Section: For quick procurement of PVC cards and Printer ribbons
3. Joint Registrar & C.S. to Vice-Chancellor
4. In-charge, Computer Centre: To upload it on the University Website