



SIKSHA-BHAVANA
(Institute of Science)
VISVA-BHARATI

NOTICE

Student related office work in Siksha-Bhavana will be carried out as follows:

Types of Work	Office
• Submission and Collection of No Dues Form • Collection of ID Card & Enrolment Card • Degree Certificate • Provisional Certificate & Rank Certificate • Mark sheet of the Final Semester (UG & PG) • Course Work Certificate (Ph.D.)	Siksha-Bhavana Office (New Science Building)
• UG/ PG Mark sheets (Except Final Semester) • Application for student ID Card & Enrolment Card	Respective Departmental Office
• Any other student related office work	Siksha-Bhavana Office (Principal Office)

N.B: Students must carry their No Dues Certificate (in original) and one Govt. Identity Cards in original (like Aadhar, PAN, Voter, Passport etc.) to collect Mark Sheet and/or Certificate. They are also advised to collect their documents by themselves.



22/08/25
उपाध्यक्ष / Vice-Principal
शिक्षा-भवन / SIKSHA-BHAVANA
(विज्ञान संस्थान) / (Institute of Science)
विश्वभारती, शान्तिनिकेतन