



Ref No: - SGRRU/OC/2025/09/01

11th September, 2025

OFFICE-CIRCULAR

Subject: Mandatory Wearing of Identity Card for Students

It is mandatory for all students of Shri Guru Ram Rai University to wear their Identity Card (ID Card) with the provided lanyard at all times while present in the University campus.

- The ID card must be displayed prominently and must **not be kept inside pockets or bags**.
- This measure is intended to strengthen University security and promote a sense of organizational identity.
- Students who have not received the ID cards shall contact the admission cell immediately for the collection of the ID card.

Failure to comply with this circular may lead to **disciplinary action** as deemed appropriate by the University authorities.

Responsibilities:

- All **Deans of respective Schools** are directed to instruct faculty members to ensure that students comply with this requirement at all times while inside the class room.
- The **Chief Proctor along with the Proctorial Board** shall conduct regular inspections of University premises to monitor adherence to this circular.

This directive is issued with the approval of the Competent Authority.

Registrar

Distribution:

1. Normal
2. ERP Coordinator-to upload the order on University ERP.

Copy for kind information to:-

1. Hon'ble President, SGRRU
2. Hon'ble Vice-Chancellor, SGRRU
3. Advisor to President, SGRRU
4. Pro Vice-Chancellor, SGRRU