



# Rabindra Bharati University

56A, B.T. Road, Kolkata - 700050

Ref. No.: \_\_\_\_\_

Date: \_\_\_\_\_

## Request for Internet ID Activation

To  
The Information Scientist  
Rabindra Bharati University,  
Kolkata.

Sir,

This is to inform you that I have created my Internet username and password as mentioned below, through the University's online portal. I would now like to request you to kindly activate my Internet username and password so that I can use the university Internet facilities.

Regards

(Full signature of employee)

Name : \_\_\_\_\_

Designation : \_\_\_\_\_

Employee code : \_\_\_\_\_

Department : \_\_\_\_\_

Registered Username : \_\_\_\_\_

Registration Date : \_\_\_\_\_

Email : \_\_\_\_\_

Mobile Number : \_\_\_\_\_