



NOTICE : ACADEMIC

No. AC/NA/2023-24/12

16 February 2024

Attention: All the Students **[B. Tech., MBA, MCA, BBA, BCA & B.Com. (H)]**


1. It is known by one and all that overall attendance throughout semester (in all the subjects) should aggregate to minimum 75% in order to appear for End Semester Examinations.
2. The attendance will be therefore closely monitored in a continuous manner (throughout the semester) based on the below mentioned procedure w.e.f. Commencement of first class/lecture of a subject (whichever is later).
3. An individual student would be able to appear in Quiz Test of a particular subject, only if any of criterion (I or II) given below is fulfilled.

Quiz Test Cycle	<u>Criterion I</u>		Attendance Criteria *	<u>Criterion II</u>	
	Attendance Counting Bracket			Attendance Counting Bracket	
	From	To		From	To
I	Commencement of first class/ lecture of a subject (whichever is later)	One day prior to QT-I of that particular subject.	70%	Commencement of first class/lecture of a subject (whichever is later)	One day prior to QT-I of that particular subject.
II	QT-I of a subject	One day prior to QT-II of that particular subject.	75%		One day prior to QT-II of that particular subject.
III	QT-II of a subject	One day prior to QT-III of that particular subject.	75%		One day prior to QT-III of that particular subject.
IV [#]	QT-III of a subject	One day prior to QT-IV of that particular subject.	75%		One day prior to QT-IV of that particular subject.

* 60% for B. Tech., MCA and MBA Final Year

[#]For additional Quiz Cycles (if any)

4. All the students are therefore advised to take a serious note of the above.


Prof. (Dr.) Bhavesh Kumar Chauhan
 Director