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RC/PO/ 4162

March 4, 2024

## REMINDER - II

### NOTICE FOR COLLEGE TEACHERS

As per University of Delhi Ordinance VII point 6 (d) & (e) produced below:

“(d) Colleges shall be required to notify the attendance position of each of its students for each month on the notice board and the website of the college, and clearly indicate the lectures / practical / presentation / tutorials held subject wise and the numbers attended by each student.

(e) A college shall notify on the notice board and the website of the college, the final attendance position of each of its students within five days of the dispersal of the classes in the last session of the academic year. Not later than 5 days, thereafter, a student may, by an application to the principal of the college, claim benefit of exclusion of lectures under sub-clause (c) above on grounds to be specified and accompanied by the relevant documents. All such applications submitted within time shall be considered and disposed of by the Principal of the college at least 3 days prior to the commencement of the examination, in which the student is intending to appear.”

In view of above, all teaching faculty are requested to kindly upload the monthly attendance of January 2024 to February 2024 by 6<sup>th</sup> March 2024.

  
Principal (Acting)