

DELHI TECHNOLOGICAL UNIVERSITY

(Estd. by Govt. of Delhi vide Act No. 6 of 2009)

(Formerly Delhi College of Engineering)

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ACADEMIC (UG) SECTION



F. No. 105 (997) DTU/Acad-UG/2022-23/ 17329-37 Dated 13/9/24

CIRCULAR

Subject: List of students having shortage of attendance in respect of UG students admitted in AY 2024-25.

As per Clause R.1(B).22 of Academic Programmes Ordinance & Regulations, governing the attendance of students is reproduced below: -

- (1) All the students of UG/ PG programs are expected to attend every lecture, tutorial, practical or design studio class scheduled for them.
- (2) The students of UG/ PG program must have a minimum attendance of 75% of the total number of classes including lectures, tutorials and practicals, held in a subject in order to be eligible to appear at the End-Term Examination for that subject.
- (3) All the faculty members are requested to update the attendance record of all the components (L/T/P) of their respective courses and inform the students having attendance less than 75% of total classes held till **18.09.2024** (mid-sem notification of shortage of attendance) under intimation to the concerned HoDs.
- (4) The HoDs are requested to forward a subject wise compiled list of students having attendance less than 75% till **20.09.2024**, to the office of Dean Academic (UG) and display the same in the student notice boards of their respective department latest by Friday, 27.09.2024.

(Prof. Rajeshwari Pandey)
Dean Academic (UG)

Encl:- The Proforma for list of students having shortage of attendance (<75%).

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Copy to:

1. PA to the VC for information to the Hon'ble Vice Chancellor, DTU
2. Registrar, DTU
3. All Deans
4. All HODs: With the request to circulate among faculty members for necessary action on priority.
5. Controller of Examinations.
6. COO & Head (CC); with request to upload this on academic UG page on DTU website.
7. Director Physical Education
8. Guard file.

(Prof. Rajeshwari Pandey)
Dean Academic (UG)