

DELHI TECHNOLOGICAL UNIVERSITY

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

(Formerly Delhi College of Engineering)

Shahbad Daultapur, Main Bawana Road, Delhi-110042

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ACADEMIC (UG) SECTION



F. No. 105 (895) DTU/Acad-UG/2021-22/15801-11

Dated 16/9/22

CIRCULAR

Subject: Updation of Student's Attendance in DTU ERP Platform.

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

- (i) All the students of UG/ PG programs are expected to attend every lecture, tutorial, practical or design studio class scheduled for them.
- (ii) 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.

All the faculty members are requested to update the attendance record of all the components (L/T/P) of their respective courses and submit a list of students having attendance less than 75% of total classes held till **23.09.2022** to their respective HOD.

The HoDs are requested to forward a semester wise complied list of students having attendance less than 75% till **23.09.2022**, to the office of Dean Academic (UG) and display the same in the student notice boards of their respective department.

(Prof. Rajeshwari Pandey)
Dean Academic (UG)

Dated 16/9/22

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Copy to:

1. PS 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. COO & Head (CC); With the request to upload on Academic (UG) portal on DTU website.
6. Librarian
7. Chief Warden: With the request to arrange display on deptt. notice boards.
8. Director Physical Education
9. Head (T & P)
10. Notice board Academic UG
11. Guard file.

(O.P. Singh)
S.O. Academic (UG)