

Jawaharlal Nehru University

New Delhi

Evaluation Branch

Ref. Eval.II/28/AS/2018

Date: 22/1/2018

Circular

This has reference to this office circular even no. dated 10/1/2018 and 18/1/2018 with respect to implementation of attendance system in the University.

It has come to our notice that the attendance system is not being implemented in letter and spirit in some Schools/Centre/Special Centre of the University. In this regard, this is a gentle reminder that:

1. Taking attendance of students is mandatory and the circular related to it must be implemented.
2. Faculty members should ensure that the attendance of the students attending their classes is marked.
3. No grades can be awarded, unless the concerned students have 75% of attendance in classes; and research students sign the register on all working days.
4. All fulltime research scholars (M.Phil./Ph.D.) should sign the attendance register in their respective School/Centre/Special Centre office on all working days.

This issues with the approval of the Competent Authority.



(Dr. Sajjan Singh)
Assistant Registrar (Evaluation)

Copy to:

1. OSD to VC
2. PS to Rector-I/Rector-II/Rector-III/Registrar/CoE
3. All Deans of the Schools/Chairperson of the Spl. Centres/Centres
4. ARs of all Schools
5. All Notice Boards of Schools/Centres
6. President Students Union
7. Concerned file