



DELHI TECHNOLOGICAL UNIVERSITY

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

(Formerly Delhi College of Engineering)

Shahbad Daulatpur, Main Bawana Road, Delhi-110042

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ACADEMIC (UG) SECTION

F. No. 105 (986) DTU/Acad-UG/2022-23/ 13265-78 Dated 2/6/23

CIRCULAR

Subject: Updation & Submission of Student's Attendance in DTU ERP Platform in respect of UG students 1st Year (IIND Semester) admitted in AY 2022-23.

As per Clause R.1(B).22 of Academic Programmes 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, conducting classes of B.Tech. IInd Semester are requested to update the attendance record of all the components (L/T/P) of their respective courses on ERP and submit a list of students having attendance less than 75% of total classes held till **31.05.2023** to their respective HOD, under intimation to the concerned students.

The HoDs are requested to display the list of students having attendance less than 75% in the student notice boards of their respective departments, under intimation to the office of Dean Academic (UG) by **06.06.2023**.

(Prof. Rajeshwari Pandey)
Dean Academic (UG)

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

(Prof. Priya Mahajan)
Associate Dean Academic (UG)

O/c