



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 (986) DTU/Acad-UG/2022-23/ 13600-08

Dated 28/6/23

CIRCULAR

Subject: Updation of Attendance of students in ERP DTU Platform for UG Students 1st Year (IInd Semester) Even Semester Academic Year 2022-2023.

1. As per academic calendar for Even Semester Academic Year 2022-23 notified vide F.No.105(641)DTU/Acad-UG/2018-19/11108-16 dated 21.11.2022, for 1st Year UG programs (B.Tech., BBA and BA(H) Eco.) display of shortage of attendance is scheduled on 30.06.2023 (Friday).
2. For timely compilation of detention list all the faculty members conducting classes of UG students 1st Year (IInd Semester) are required to update the attendance of students of their respective courses in DTU ERP Platform attendance system and submit the list of students having short attendance in their respective courses to the HOD latest by **30.06.2023 (forenoon)** (i.e. the last date of display of shortage of attendance as per Academic Calendar).
3. The HoDs are further requested to send final compiled list of detained students to the Academic UG Section by **30.06.2023 (afternoon)** and display the consolidated list of students having short attendance to the student notice board.
4. The consolidated final list of detained student will be issued by Academic UG Section on the basis of recommendations received from concerned HoD.

(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 request to upload this on academic UG page on dtu website.
7. Director Physical Education
8. Guard file.

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