



# Attendance Policy for Students

## **Attendance**

Ideally Student should maintain 100% attendance however, 75% attendance (overall) is mandatory to appear in the End Semester Examination with further relaxation up to 15% (i.e. 60% overall) in extraordinary situations including medical or any other things like sports, extra-curricular activities etc. with prior permission/information.

- 1. For Each Theory Subject**, 50% academic attendance in the respective subject is required to allow students to appear in the End Semester Examination (ESE) in that particular subject. If a student attendance has fallen below 50% in any or all subjects, he /she will be termed as 'Stopped' in those respective subjects and will not be allowed to appear in the End Semester Examination and get 'F' Grade.
- 2. For Each Lab Subjects (experimental or non-experimental)**, only students who have completed 60% of experiments in the experimental labs or its equivalent as defined in academic instructions of respective institute/ faculty for non-experimental labs shall be permitted to appear in that particular Lab Subject in the End Semester Examination otherwise he/she will be 'Stopped' from appearing in the ESE of respective lab and will get 'F' Grade.

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