

Rules and Regulations

Attendance Requirement and Rules for all enrolled Students

The College firmly believes in the classroom interaction and experience and insists that regularity in class is necessary for students to derive value from a semester programme.

1. Regularity in the class/ class presentations/tutorials/practicals is compulsory every semester, and forms a part of the evaluation for Internal Assessment.
2. Attendance of students is compulsory in all activities of the Departments including Seminars/ Conferences/ Talks etc. that are organized during the year.
3. Students are strictly advised against joining any other programme of study/ internship/employment/ activity during the academic session when classes are engaged.
4. It is essential for students to have a minimum attendance of $2/3^{\text{rd}}$ of the total number of classes separately in Lectures and Practicals in every semester.
5. Submission of projects and meeting deadlines for assignments etc. is compulsory. Students not submitting in time will be penalized in the evaluation.
6. Students with less than $2/3^{\text{rd}}$ attendance and absence in the Student Presentation session of Departmental Academic Society, will not be facilitated by the College for hostel admission, financial assistance, official positions, prizes, recommendations, internships etc.
7. A student who does not fulfill the minimum attendance requirement per semester, will be considered to have wasted the precious resources of the College and will forfeit all refundable deposits made to the College and will pay under that head in the successive semester at the time of payment of fees.
7. An ex-student can take the examination only if she has requisite attendance, as per University rules. The Internal Assessment marks will remain unchanged.
8. **Students are directed to check the College website regularly for information and updates.**