

Ref. No: NOTICE/CLASS/1804/2023

Date: 27 October 2023

## Notice

Dear Students,

You are hereby informed that with regard to students' attendance, College obtained guidelines from Education Department, Government of Bihar on October 26, 2023. Below are the guidelines, given by Education Department, Government of Bihar, students are instructed to follow in letter and spirit:

1. It is mandatory to maintain 75 percent attendance.
2. Students need to submit application with supporting documents to College, citing valid reasons for being one or two days absent from class. Application must bear the signature of student's parent.
3. Students will be dis-enrolled if they remain absent from class for three consecutive days, and show cause notice will be served to them. Students as well as their parents need to come to College with application, mentioning valid reasons, and proofs. Students can be re-enrolled in College if reasons for being absent are found to be genuine.
4. Despite that students continue playing truant from class, they will be dis-enrolled. Such students could be re-enrolled in College only when they reach College with parent to submit sworn affidavit to College with making promise to sincerely comply with rules, regulations and attendance norms.
5. Students can be dismissed from College if they keep acting in defiance of rules, regulations and attendance norms.

Note that students were informed about rules, regulations and attendance norms several times in the past. Recently they were apprised of mandatory 75% attendance norms through notice bearing no. NOTICE/CLASS/1786/2023 dated 25.10.2023.

Ensure compliance. Do your best and always.

  
**Director**  
  
Director

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