NOTICE

SU/Exam.-103/24-25

21st December 2024

Attn: Issue of Admit cards for 5th, 3rd & 1st sem. UG & PG (Regular/Back) End-Term Exam. 2024-25.

Admit cards of 5th, 3rd & 1st sem. UG & PG (Regular/Back) End-Term Exam. 2024-25 **(Attendance criteria should be fulfilled)** will be issued as per the following schedule.

All dues must be cleared by the student before collecting the admit card positively.

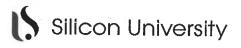
Date & Timing

| Date | Program Venue | | Timing | | |
|--------------------------------|--|--------------------------|--------------------------------------|--|--|
| 28.12.2024 to 31.12.2024 | 5 th Sem. UG &1 st Sem. PG Students having Shortage of Attendance only & Back. | #02-61 (Exam. Office) | 10:30AM-1:30PM & 2:30PM-5:00PM | | |
| 28.12.2024 to 31.12.2024 | 3 rd Sem. (UG/PG) Students having Shortage of Attendance only & Back. | #02-53 (Exam Floor) | 10:30AM-1:30PM & 2:30PM-5:00PM | | |
| 30.12.2024 & 31.12.2024 | 3 rd Sem. CSE & M.Tech. | Hall-01 | 2:30PM-5:00PM | | |
| | 3 rd Sem. CST, CEN & EIE | Hall-02 | | | |
| | 3 rd Sem. ECE & M.Sc. | Hall-03 | | | |
| | 3 rd Sem. EEE & MCA | Hall-04 | | | |
| 30.12.2024 & 31.12.2024 | 5 th Sem. CSE | Hall-01 | | | |
| | 5 th Sem. EEE, CST & EIE | Hall-02 | 40.00414.00514 | | |
| | 5 th Sem. ECE & CEN | Hall-03 | 10:30AM-1:30PM | | |
| | 1 st Sem. MCA, M.Sc. & M.Tech. | Hall-04 | | | |

N.B:

> Admit cards will not be issued after the scheduled time.

Controller of Examinations



APPLICATION FOR ISSUE OF ADMIT CARD

| Name of Student | | | | SIC No: | | | | | | |
|--|-----------------|-------------------------------|--|--------------|----------------------|------------|-------------|--------------|-----------------------|--|
| Registration No: | | | | | Section | | | Group | | |
| Subjects in which Attendance is below 8 | | 0%: | | [] Mid-Term | | | | [] End-Term | | |
| Subject Code | Subj | ect Name | Classes Conduc | ted | Classes | Attende | d Att | enda | nce % | |
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| D () | | | | | | | | | | |
| Reason(s) for Shortage of A | ttendance:_ | | | | | | | | | |
| | | | | | | | | | | |
| List of Supporting Documen | ts Attached: | (In case of photocopies. | originals must be or. | oduced i | to F4 for | varifica | tion) | | | |
| 1 | | | | | | | | | | |
| | | | 2 | | | | | | | |
| 3. | | | 4 | | | | | | | |
| I do hereby declare that the ab documents I have attached wi any document is found to be far Date: | th this applic | ation are authentic and | I can produce the ori | ioinals u | edge and vhenever | require | d. I unde | ertak | that the e that if | |
| | | Full Signature of the Student | | | | | | | | |
| | | FOR OFFICE | - | | | | | | | |
| Recommendation/Comments | by Faculty | Advisor: (Attendance % | mentioned above mu | st be ver | ified befo | ore reco | mmendi | ng) | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| Name & Department of FA | | | | | | | | | | |
| | | | | | Signati | ire of Fac | ulty Adviso | or | | |
| NOTE: | | | | | | | | | | |
| • If the student has less than | 80% attenda | nce in at least 1 subject, | then the Faculty Adv | isor will | recommo | end/com | nment an | d for | rward | |
| the application along with | all enclosed of | documents to the Dean () | Instruction) after prop | er verifi | cation. | | | | | |
| Dean (Instruction) may all If attendance is less than 6 | ow up to 65% | attendance for valid rea | asons as per recomme | ndation | of Facult | y Advis | or | | | |
| If attendance is less than 6Disallowed subject(s) shall | be struck-or | t subject, then the appu | ication will be forwar h a RFD pen and sign | ded to th | ne Vice C | hancell | or for hi | s app | roval. | |
| Admit Card will be issued | by the Exami | nation Section after veri | fication of Dues Clea | rance. | ist mose : | subjects | • | | | |
| Subjects Allowed | | | jects NOT Allowed_ | | | | | | | |
| | | | | | | | | | | |
| Accounts Clearance | | Approved / Forwarde | d to VC | Appro | oved / Re | jected | | | | |
| Signatura af IIO | iD (Admits) | <u> </u> | D | | | | | | | |
| Signature of HO | ע (Admin) | Signature of | Dean (Instruction) | | Signati | ire of th | ie Vice- | Cha | ncellor | |