



राष्ट्रीय प्रौद्योगिकी संस्थान जमशेदपुर
NATIONAL INSTITUTE OF TECHNOLOGY JAMSHEDPUR

(An Institution of National Importance under MHRD, Government of India)

OFFICE OF THE DEAN ACADEMIC

Ref. No. NITSR/ACD/ 2019/ 525

Dated: 25/11/19

NOTICE

All faculty members

The senate in its 16th meeting held on 20/02/2014 has approved (min/sen/14-16/16.7) attendance rules. As per existing curricula / guidelines.

- Attendance in all classes (lectures, tutorial laboratories, seminars, etc.) is compulsory.
- Students' grade will be reduced by one step/grade in case the percentage of attended class is between 60% to 74%.
- Students' grade will be reduced by two step/grade in case the percentage of attended class is between 50% to 59%.
- The reduction of grade is limited upto 'P' grade only.

All faculty members are requested to enter the class attendance of the all the students of his /her class in MIS. MIS will automatically reduce the grade obtained by students limited to 'P' grade.

25/11/2019
Dean (Academic)
NIT Jamshedpur.

Copy to:-

1. Office of the Director for favour of kind information.
2. All Dean's
3. All HOD's with a request to ensure entry of attendance related to his / her department.
4. Registrar
5. PI (Website)
6. All Wardens through Chief Warden with a request to put it on hostel notice board for information and needful.
7. Notice Board



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NATIONAL INSTITUTE OF TECHNOLOGY JAMSHEDPUR
Jamshedpur – 831014, Jharkhand (State), India
(An Institution of National Importance under MHRD, Govt. of India)

ACADEMIC AND e-GOVERNANCE DIVISION

Ref.No:NITJSR/ACD/ 549 /2018

Date:02.01.2018

NOTICE

All students are hereby informed that the following regulations will be applicable for attendance of the students:-

- Attendance in all classes (lectures, tutorials, laboratories, and seminars etc.) is compulsory.
- Considering that attendance in classes, participating in the teaching learning process is the basic foundation of Academic Programme, student is expected to attend all classes conducted as per Institute calendar and Time-Table. However, to provide for emergency, absence to the extent of 25% of scheduled number of classes in each course will be forgiven as a matter of routine.
- In deserving cases, a further relaxation of 15% (attendance between 60% to 74%) may be made by concerned teacher, but the student's grade will be reduced by one step / grade, e.g. 'O' grade will be reduced to 'A'. However, the reduction of grade is limited upto 'P' grade only.
- In deserving cases, a further relaxation of 10% (attendance between 50% to 59%) may be made by concerned teacher, but the student's grade will be reduced by two step / grades, e.g. 'O' grade will be reduced to 'B'. However, the reduction of grade is limited upto 'P' grade only.
- If attendance is below 50% of a particular course, his / her registration of a particular course will be cancelled by the concerned teacher and he/she will get 'RC' (Registration Cancelled) grade. He/she may register in the Summer Quarter if offered or register in a subsequent semester. In the latter case, he/she may not be able to complete the programme in four years.

Faculty member are also requested to enter attendance in MIS on regular basis.

Dean (Academic and e-Governance)

Copy to:

1. Dean (Admn & FW), for information.
2. Dean (SW), for information.
3. All HODs for information and needful.
4. Chief Warden for circulation in all Hostels,
5. PI, Website, for information.
6. Director, NIT, Jamshedpur for kind information.