RAJIV GANDHI INSTITUTE OF PETROLEUM TECHNOLOGY, JAIS
(An Institute of National Importance Established Under Act of Parliament)
(Jais, Amethi, Uttar Pradesh: 229304, India)

Phone No. +91-535-270-4565/4568/4595 Email: academic@rgipt.ac.in

Office of the Academic Affairs

Ref. No. RGIPT/Jais/Acad/Lec/01/2021-22 Date: 22nd November 2021

NOTIFICATION

This is to bring to the notice of all concerned that as per one of the resolutions of Internal Quality Assurance Cell incurred in a meeting held on 15th November 2021, the following will be applicable from the date of issuance of this notification;

- Successive **absences of two lectures** in a course by any student shall be brought to the notice of the corresponding Head of the Department by the instructor for information to the guardians and appropriate counselling of the concerned absentees
- All scheduled classes should be conducted in the time slot allotted in the time table only. Any change in the lecture timing owing to an unavoidable emergency should be brought to the notice of the corresponding Head of the Department

The above notice is issued with the due approval of the competent authority and is applicable with immediate effect.

Dean (Academic Affairs)

Copy to the following:

- All Deans
- All Heads of the Departments
- In-Charges, AEIS and EIB
- All Conveners, DUGC & DPGC
- All Faculty Members
- Dy. Registrar, Academic Affairs
- All Students

22/11/21

Dean (Academic Affairs)