



RAJIV GANDHI INSTITUTE OF PETROLEUM TECHNOLOGY, JAIS
(An Institute of National Importance Established Under Act of Parliament)
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Office of the Associate Dean
(Academic Affairs)

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NOTIFICATION

It is proposed that, some of the Academically proficient senior undergraduate (UG) students (3rd and 4th year) will be given the responsibility to handle tutorials of several subjects for the 1st and 2nd year UG students. Following are some of the guidelines to be followed for the same;

- The designated tutor is required to possess a CPI of 7.5 or above in the last semester (even semester, 2018-19 academic year)
- The tutor is desired to have received at least a "A" grade in the course he/she is selected to take the tutorial
- Preferably, the tutors in 3rd and 4th year of their UG programme will take the tutorials for the 1st and 2nd year students respectively
- The course convener will prepare the tutorial sheet and discuss with the tutor well in advance for each tutorial session
- The batch strength in each tutorial will be around 30
- The DUGC of the department that is offering the course will finalize the allotment of tutors
- The tutors may be provided with certain remuneration for undertaking the tutorials

This issues with the approval of the Director of the Institute.

Umapasana Ojha

(Associate Dean Academic Affairs)

Copy forwarded to the following for information and necessary action:

- Office of the Director for kind information
- All the Heads of the Departments
- Acting Registrar, RGIPT
- Academic Office
- Deans of the Institute