



Ref: No.05/03/2024/Acd./2716

Dated: 06.01.2026

### NOTIFICATION

**Sub: Revised Attendance Rules for Students enrolled in various programmes running under UTDs and Affiliated Colleges.**

This is to notify that the Competent Authority has approved the **Revised Attendance Rules**, as attached, application to the students enrolled in various programmes running under University Teaching Departments (UTDs) and Affiliated Colleges, effective from the January 2026 session.

*✓/1/2026*  
**Dy. Registrar (Academic)**

- All Chairpersons of UTDs – for information and necessary action.
- All Affiliated Institutes – for information and necessary action.
- COE/ Examination Branch
- Dean Student Welfare
- Dean Institutions
- Scholarship Branch
- COF/Accounts Branch
- IT Cell – to upload this notice on the University website.
- PS to Vice-Chancellor
- PA to Registrar

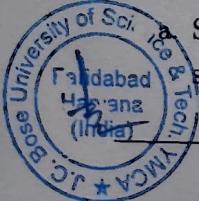


## **Revised Attendance Rules for Students Enrolled in Various Programmes Running under UTDs and Affiliated Colleges w.e.f. January 2026 Session**

The Competent Authority has approved the following attendance rules and penalties for shortage of attendance, applicable to students enrolled in various programmes running under the University Teaching Departments (UTDs) and Affiliated Colleges, effective from the January 2026 session.

1. The existing attendance criteria for eligibility to appear in the end-semester examinations will remain the same and are reiterated as under:
  - a. Every student must have at least 75% attendance in aggregate at the end of each semester to be eligible to appear in the end-semester examination.
  - b. A deficiency of up to 10% may be condoned by the concerned Chairperson/Dean in severe cases on compensatory/medical grounds. Thus, a student with 65% or above attendance may be permitted to appear in the examination if the deficiency is condoned by the concerned authority.
  - c. A student with below 65% attendance is liable to be detained. However, an additional benefit of up to 2% attendance may be granted to students for participation in activities such as NSS, NCC, Unnat Bharat Abhiyan, Swachh Bharat Abhiyan, or other community services during the semester, on the recommendation of the concerned in-charge/DSW.
2. If a student remains absent from classes continuously for more than three days, the respective class/subject teacher will inform the Chairperson. The matter should also be escalated to the higher authorities and the parents of the student by the concerned Chairperson.
3. The list of students likely to be detained will be published by the concerned Chairpersons at least three weeks before the last day of the semester, so that students may get a final opportunity to compensate for their shortage of attendance.
4. An opportunity may be granted to students having a shortage of attendance to compensate for the deficiency during last three weeks of the semester. The concerned Chairpersons may offer extra classes, community service activities, library hours, Swachhta drives, etc., to such students. Attendance for these activities will be calculated on an hourly basis, i.e., one hour of activity will be treated as one hour of attendance.
5. Every department should publish the list of students likely to be detained or having a shortage of attendance on a monthly basis. Such students should be provided with proper counselling either through the teachers or by experts. A proper record of these activities should also be maintained.
6. Students having shortage of attendance will be debarred to appear in their end-semester examinations as per the following criteria:

Students having up to 55% attendance will be debarred from one examination paper of that semester including all the practicals.





- b. Students having more than 45% but up to 55% attendance will be debarred from two examination papers of that semester including all the practicals.
- c. Students having more than 35% but up to 45% attendance will be debarred from three examination papers of that semester including all the practicals.
- d. Students having less than 35% attendance will be debarred from all examination papers of that semester including all the practicals.

7. The examination papers from which a student will be debarred shall be those course/subject with the lowest attendance, or as recommended by the concerned Chairperson. Such students may appear in the theory examinations from which they were debarred, in the next academic session.

8. Debarred students will be allowed to be promoted to the next semester provisionally, subject to submission of an affidavit signed by the student and his/her parents, stating that if the student further has a shortage of attendance in any subsequent semester, he/she may be detained for that entire semester.

9. Such students will be allowed for sessional improvement as per the existing rules.



existing rules.

~~W.H.~~ 06/11/2020

Deputy Registrar  
Academics