



Shri Vile Parle Kelavani Mandal's

**MITHIBAI COLLEGE OF ARTS, CHAUHAN INSTITUTE OF SCIENCE &
AMRUTBEN JIVANLAL COLLEGE OF COMMERCE AND ECONOMICS**

(AUTONOMOUS)



NAAC Reaccredited 'A' Grade, CGPA:3.57 (February 2016 to December 2023)

Granted under RUSA for Enhancing Quality & Excellence in select Autonomous Colleges

Granted under FIST-DST & Star College Scheme of DBT, Government of India

Best College (2016-17), University of Mumbai

30-07-2021

NOTICE

Students of SY and TY courses are hereby notified that the first defaulters list for the academic year 2021-22 will be declared on **2nd August 2021**. Students can access the defaulters list and attendance undertaking on the Student Portal.

As per attendance rules of Mithibai College (Autonomous) it is **mandatory for every learner to have a minimum 70% attendance for each course and average attendance in all the courses taken together has to be minimum 75% in the program**. It is observed that despite filling an attendance undertaking at the time of admission students have failed to meet the attendance norms.

Therefore, all students who are defaulters are required to attend the first defaulters meeting on **5th August 2021** and upload the undertaking forms during the duration of the meeting on MS Teams Assignment tab set up by Class Mentors.

Dr. Ulka Chodankar
Convenor, Attendance Committee

Dr. Krutika Desai
In-charge Principal

Date: _____

To,
The Principal
Mithibai College (Autonomous)
Vile Parle (W)
Mumbai- 400 056

Subject: Undertaking for Attendance

Respected Madam,

I, _____ Parent/Guardian of _____, the student / learner of your college who is studying in Class _____ Div. _____ Roll No. SAP No. _____ am aware of the attendance rules of Mithibai College (Autonomous). The college rules state that, **Every learner is expected to attend 100% lectures, practical and tutorials conducted for every course in each semester. Every bonafide learner shall ordinarily be allowed to keep terms for the given semester in a program of his/her enrolment, only if s/he fulfils the criteria of at least seventy-five (75%) attendance as an average of total number of lectures, practical & tutorials conducted for all the courses taken together in every semester. Further it is mandatory for every learner to have minimum 70% attendance for each course & average attendance in all the courses taken together has to be minimum 75% in the program.** I am further given to understand that in case my ward does not have the required attendance as per the rules as stated above, he/she will not be granted the term of the said semester in the said academic year and the learner will not be permitted to appear for the Semester end examination.

I have been informed by the college that the attendance of my ward for the period _____ to _____ is only _____%.

I hereby assure and confirm that my ward will attend all **online and offline** lectures, practicals and tutorials on regular basis. In case my ward does not meet the requirement of minimum attendance i.e. minimum 70% attendance for each course separately (lectures/practicals/tutorials) and overall average attendance of 75% of total lectures/practicals/tutorials conducted, the college can take action to debar him/her from appearing in Semester end examination to be held in _____ for which I shall have **no objection** to the same.

We hereby agree to abide by the college timings as per time table allotted which also includes online and offline lectures, practicals, tutorials and seminars conducted.

Signature of Student

Signature of Parent/Guardian

Name of Student: _____ Name of Parent/Guardian: _____

Class: _____ Div: _____ Address: _____

Roll No: _____ SAP No: _____

Mobile No: _____ Mobile No: _____

Microsoft Email Id: _____ Email Id: _____