



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. +91-535-270-4565/4568/4595/9151652404

Email: academic@rgipt.ac.in

Office of the Dean (Academic Affairs)

16th March 2023

Ref. No.: RGIPT/Jais/Academic/373/2022

NOTIFICATION

This is to bring to the notice of all concerned that, the leave approval of students during regular semester days with active class hours will follow the following guidelines from now onwards.

- The application to be submitted to the Office of Dean (Academic Affairs) duly forwarded by the respective Head of Department for further consideration.
- The approved leave applications will be subsequently forwarded to Chairman of Council Wardens for issuance of gate pass.

This is for the notice of all concerned and issued with the approval of competent authority.

Uma
17/3/23

Dean (Academic Affairs)

Copy to the following for information:

- All Deans
- Assistant Dean (Academic Affairs)
- All Heads of the Departments
- All Conveners, DUGCs/DPGCs of the Departments
- Chairman of Council Wardens
- Registrar, RGIPT
- Deputy Registrar (Academic Affairs)
- The Secretary to the Director, RGIPT
- All Students Concerned

Uma

Dean (Academic Affairs)