



**RAJIV GANDHI INSTITUTE OF PETROLEUM TECHNOLOGY, JAIS**  
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Office of the Dean (Academic Affairs)

19<sup>th</sup> March 2024

**OFFICE NOTE**

Subject: Minor amendment to the **Attendance Clause 6.2** of UG Ordinance for 4<sup>th</sup> year students.

This is with reference to Agenda Item No-20.03 of 20<sup>th</sup> Senate meeting dated 18<sup>th</sup> June 2023 regarding attendance Clause 6.2 of UG Ordinance i.e. "instead of 25%, a grace of 40% be allowed to the students of eighth semester of B. Tech programme with effect from academic year 2022-23. Such students shall also be eligible for all permitted leave as specified in Clause 6.2 of the Ordinance".

A copy of the said agenda along with approved minute of the senate meeting is attached for your reference. It is to be mentioned here that students of B.Tech. programme who are in seventh semester have long-term internship, prepare and appear for interviews, campus placement, other competitive examinations etc. during the semester.

In view of the above, a minor amendment in attendance clause 6.2 of UG Ordinance is proposed as follows:


All fourth-year students of B.Tech. programme shall be required to attain a minimum attendance requirement of 60%. This will come into force from 2023-24 academic year onwards.

With Best Regards,

Yours Sincerely,

  
Dean (Academic Affairs)

Presented before the Chairman, Senate for kind approval.

  
Prof. A.S.K. Sinha

The Chairman, Senate, RGIPT

ए. एस. के. सिन्हा A.S.K. Sinha  
निदेशक / Director