

NOTICE

Silicon/Exam.- 153/23-24

14th May 2024**Attn: Issue of Admit cards for 6th Sem. B.Tech. & 4th Sem. M.Sc. (Reg./Back) End-Term Examination 2023-24.**

Admit cards of 6th semester B.Tech. & 4th Sem. M.Sc. End-Term (Regular/Back) Examination 2023-24 (**Attendance criteria should be fulfilled**) will be issued as per the following schedule.

All dues must be cleared by the student before collecting the admit card positively.

Date & Timing

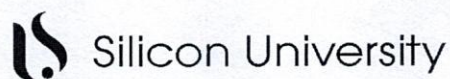
Date	Program	Venue	Timing
20.05.2024 & 21.05.2024	6 th Sem. B.Tech. & 4 th Sem. M.Sc. Students having Shortage of Attendance & Back.	Exam. Office #02-61	10:30AM-1:30PM & 2:30PM-5:00PM
21.05.2024 & 22.05.2024	6 th Sem. CSE (Reg.)	Hall-02	2:30PM-5:00PM
	6 th Sem CST, CEN (Reg.) & 4 th Sem. M.Sc. (Reg.)	Hall-03	
	6 th Sem. ECE, EEE & EIE (Reg.)	Hall-04	

N.B:

- **Admit cards will not be issued after the scheduled date.**

**Controller of Examinations**

CC to: Notice Board, Dean (Instruction), Dean (Student Affairs), All HOD, Transport & Accounts Section.



APPLICATION FOR ISSUE OF ADMIT CARD

Name of Student _____ SIC No:

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Registration No: _____ Semester _____ Branch _____ Section _____ Group _____

Subjects in which Attendance is below 80%: _____ Examination: [] Mid-Term [] End-Term

Subject Code	Subject Name	Classes Conducted	Classes Attended	Attendance %

Reason(s) for Shortage of Attendance: _____

List of Supporting Documents Attached: (In case of photocopies, originals must be produced to FA for verification)

1. _____
2. _____
3. _____
4. _____

I do hereby declare that the above mentioned details are correct and true to the best of my knowledge and belief. I also certify that the documents I have attached with this application are authentic and I can produce the originals whenever required. I undertake that if any document is found to be false or forged, I may be debarred from appearing the examination.

Date: _____

Full Signature of the Student

[FOR OFFICE USE ONLY]

Recommendation/Comments by Faculty Advisor: (Attendance % mentioned above must be verified before recommending)

Name & Department of FA _____

Signature of Faculty Advisor

NOTE:

- If the student has less than 80% attendance in at least 1 subject, then the Faculty Advisor will recommend/comment and forward the application along with all enclosed documents to the Dean (Instruction) after proper verification.
- Dean (Instruction) may allow up to 65% attendance for valid reasons as per recommendation of Faculty Advisor.
- If attendance is less than 65% in at least 1 subject, then the application will be forwarded to the Vice Chancellor for his approval.
- Disallowed subject(s) shall be struck-out on the Admit Card with a RED pen and signed against those subjects.
- Admit Card will be issued by the Examination Section after verification of Dues Clearance.

Subjects Allowed _____ Subjects NOT Allowed _____

Accounts Clearance	Approved / Forwarded to VC	Approved / Rejected
Signature of HOD (Admin)	Signature of Dean (Instruction)	Signature of the Vice-Chancellor