



||Jai Sri Gurudev||
Sri Adichunchanagiri Shikshana Trust (R.)
SJC INSTITUTE OF TECHNOLOGY
An Autonomous Institution under VTU from 2024-25
AICTE Approved, Accredited by NAAC with A+ Grade & NBA (CSE, ISE, ECE, ME, CV & AE), Gold Rated by QS I-Ouige
P.B. No.20, B.B Road, Chikkaballapur - 562 101, Karnataka

Ref. No. SJCIT/COE/Exam/2024-25/96

Date: 11.08.2025

CIRCULAR

Sub: Submission of List of Shortage of Attendance for Second Sem, PG- Reg.

The HODs & PG Coordinator are requested to submit the list of PG Second Semester students having shortage of attendance for September 2025 examinations. A printout of the list should be taken and submitted to the office of the undersigned, forwarded through the Dean Academics and Principal as per the schedule given below.

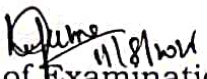
Schedule:

Semester and Program	Last day of reckoning attendance	Last Date of Submission
Second Semester: MBA & M. Tech	23.08.2025	25.08.2025
Submission the list of not-eligible Students duly undersigned by HOD & Principal		25.08.2025

PLEASE NOTE:

The students should possess 85% of attendance considering class attendance.

However, there is a provision for condonation of attendance to the extent of 10% on the specific recommendations of the Principal as per regulations.


Controller of Examinations
Controller of Examinations
SJC Institute of Technology
Chickballapur- 562 101


Principal
PRINCIPAL 11.8.25
SJC Institute of Technology
CHICKBALLAPUR-562101.

Copy to,

1. Dean Academics.
2. First year HODs & FYE Coordinator.
3. Exam Section.
4. Office copy.