

||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 & NEA (CSE, ISE, ECE, ME, CV & AE), Gold Rated by QS I-Gauge P.B. No.20, B.B Road, Chikkaballapur - 562 101, Karnataka

Ref. No. SJCIT/COE/Exam/2024-25/117

Date: 13.09.2025

CIRCULAR

Sub: Submission of List of Shortage of Attendance for Summer Sem, UG- Reg.

The HODs & Coordinator are requested to submit the list of UG Summer 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	Last Date of
	attendance	Submission
Summer Semester	13.09.2025	15.09.2025
Submission the list of not-eligible Students duly		15.09.2025
signed by HOD & Principal		

PLEASE NOTE:

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

Controller of Examinations
Controller of Examinations
SJC Institute of Technology

Chickballapur- 562 101

Prineipal PRINCIPAL

SJC Institute of Technology CHICKBALLAPUR-562101.

Copy to,

1. Dean Academics.

2. First year HODs & FYE Coordinator.

3. Exam Section.

4. Office copy.