

Dr. Nirmalendu Sarkar.
Principal



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KATWA COLLEGE
Department of B.Ed.

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Ref. No. :

Date : 12.03.2025

NOTICE

As per the decisions taken at the departmental meeting today on 12.03.2025, all concerned (students of both semesters and faculty members) are being informed the following :

1. Student will not be allowed to appear in semester end examination or fill-up the examination form if they do not have requisite attendance as per norms.
2. Students have to attend the allotted class in proper time, as scheduled in class time table.
3. No attendance will be counted after 9.00 AM for students. Biometric attendance device will remain switched off according to the time maintained above.
4. Class attendance, provided by concerned faculty members will be tallied with the biometric attendance if necessary. If any inconsistency found, the decision of the authority will be considered final.
Students are advised to ensure their attendance in concerned classes after provided biometric attendance.
5. Classes of even semesters, i.e. - Semester-II & Semester-IV will be started w.e.f. - **25.03.2025** or immediate after semester end written examination, whichever earlier. All faculty members are hereby requested to complete their allotted academic transactions within the time.
6. If the class-timetable changes, will be notified. Otherwise the classes will continue as per the existing timetable.

Aforesaid matters will effect from the next working day, i.e. - 13.03.2025. All are directed / informed to do accordingly.

N. Sarkar
Principal
Katwa College

12/03/2025

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