

**Office of Vice-Chancellor**  
**U.P. Pt. Deen Dayal Upadhyaya Pashu Chikitsa Vigyan Vishwavidyalaya Evam**  
**Go-Anusandhan Sansthan, Mathura**


Ref. 1225 / VC-02/16

Date 23/05/2016

**Office Order**

It is notified to all Dean(s) and Directors and concerned faculty that it is mandatory to notify status of attendance to students (UG/PG) and clearly mentioned the shortage of attendance along with mandatory requirements of attendance in the classrooms. This notification to the students should be displayed on notice board and university website and be announced in the classrooms. It would be responsibility of course teacher to convey the shortage of attendance to the students and in case of highly irregular students a letter should be sent to their parents conveying that student's registration is liable to be cancelled. It is further emphasized that soon after the completion of semester i.e. the next day of completion of semester, the Head of the Department should send the complete attendance statement to the concerned Dean with specific remarks and recommendations who would in turn forward it to the office of Controller of Examination (COE) as well as to Registrar office with his recommendations.

The University Academic Regulation emphasizes attendance requirement by the students which is necessary for quality assurance of teaching but in order to achieve the goal of this mandate in letter and spirit, it is the onus of faculty and department to notify and inform students and their parents about their regularity in classrooms. We should target discipline and welfare of the students simultaneously.

  
(K.M.L. Pathak) 23/5  
Vice-Chancellor

CC to

1. Dean College of Veterinary Science with the remarks to bring it to the notice of all HODs & faculty.
2. Dean College of Biotechnology with the remarks to bring it to the notice of faculty
3. Dean PGS
4. Controller of Examination
5. In charge Student Welfare with the remarks to bring it to the notice of all wardens and students.
6. Registrar/Dy Registrar
7. PRO

  
(Vice-Chancellor) 23/5/16