

# Harichand Guruchand University

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West Bengal



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**Shri Prakash Chandra Bagchi**  
Registrar (Addl. Charge) & Finance  
Officer

Website:  
harichandguruchanduniversity.com

Memo No: 30/HGU/22-23/Student\_attendance

Date: 10.08.2022

## Notification

It is hereby notified to all students of 3<sup>rd</sup> Semester of this University that, as per UGC guidelines, minimum 75% attendance is mandatory to get eligible for appearing in Semester Examinations. Attendance of each class will be counted to calculate the cumulative attendance percentage.

No excuse shall be entertained to these stringent attendance criteria except extraordinary circumstances, if any and University's decision in this regard shall be deemed final and binding.

This is being issued with the kind concurrence of the Vice Chancellor.

Sd/-  
Registrar (Addl. Charge)  
Harichand Guruchand University

Memo No: 30/HGU/22-23/Student\_attendance

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Copy forwarded to :

- 1) The Hon'ble Vice Chancellor, H.G.U., for his kind information only
- 2) The Finance Officer, H.G.U.
- 3) The Controller of Examinations, H.G.U.
- 4) All HoDs (In-Charge), H.G.U., requested to circulate it among the students and to assure their presence
- 5) University Website for its wide circulation
- 6) University Guard File

Registrar (Addl. Charge)  
Harichand Guruchand University