


HANS RAJ COLLEGE: DELHI **ATTENDANCE NOTICE**

Members of the staff are requested to total up the **attendance** for lectures, practical's and tutorials (**combined**) for the month of **November & December** combined of the **I Semester** students and forward at **artscommattendance@hrc.du.ac.in** (Arts & Commerce Courses) & **scienceattendance@hrc.du.ac.in** (Science Courses) latest by **4th January, 2022**. Please mention the **Contact number, Course name & Title** as prescribed in the University syllabi for correct computation.

Note:

- 1) Please mention the complete College roll no. of the students on the attendance sheet.
- 2) Please keep the Xerox copy of the attendance sheet with you.
- 3) **Please mention the roll no's in sequence.**
- 4) You are required to submit the attendance i.e. lectures, tutorials and practical's on the separate sheets.
- 5) Clubbed attendance must be shown on the lectures sheet.

Date: 08.12.2021


Principal
(डॉ. रमा)
(Dr. Rama)
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