

**NATIONAL INSTITUTE OF TECHNOLOGY KURUKSHETRA
(ACADEMIC SECTION)**

No. Acad./Attendance/21/ 1330

November 12, 2021

NOTICE

Subject: Attendance benefit for Odd Semester of Academic Session 2021-22.

To appear in the end semester examinations, the students are required to have minimum 75% attendance in each theory/practical/project/integrated course including attendance benefit given as per revised (Simplified) Attendance Rules and other notices notified by this office from time to time.

The Medical Certificate (s) must be forwarded by the Medical Officer/SMO of the Institute only and other co-curricular activities certificates must be issued by the Officer/Prof. In-Charges of the respective activities.

Those having less than 65% attendance are not eligible for any attendance benefit. The students having attendance between 65%-74.99% may seek attendance benefit under the rules. They are required to write an application in the name of the Director and the same may be duly signed and certified by the respective faculty member that *"the attendance benefit claimed by the student is within the limit of maximum 10% & revised attendance of the student including attendance benefit is greater than 75%"*.

The application along with attendance benefit documents may be submitted as per below:

Sr. No.	Particulars of Benefit	Submitted at	Last Date
1.	Medical Benefit up to 10% of total classes held	In the office of the Dean (Academic) by email on academic@nitkkr.ac.in	On or before 02:00 PM 15.11.2021 (Monday)

No request for attendance benefit at the level of Academic Section will be processed **after 05:00 PM, November 15, 2021 (Monday)**.


Deputy Registrar (Academic)

Copy to: -

1. HoD/Coordinators of All Teaching Departments/Schools
2. Dean (Student Welfare)
3. Prof. I/C (Sports)
4. PTO, Central Workshop
5. Prof. I/C (Examinations)
6. SMO/Medical Officer of the institute for information & necessary action
7. Prof. I/C (CCN) with a request to upload the same on the Institute website
8. PS to Registrar for information of the Registrar
9. AR to Director for kind information of the Director