



THE NORTHCAP UNIVERSITY

REVIEW DATE :

Inter-Office Memo

SHEET 1 OF 1

From: **Dean Office**To: **Students Notice Boards/LMS/  
Website**Cc: **Hon'ble GB, Pro-Chancellor, VC, Dean  
(Academics), Registrar, All  
Functional Heads, Secretarial.**

Date: 9 Feb, 2018

DEAN/IOM/018/2018

**AMENDMENTS IN ATTENDANCE RULES**  
**AND**  
**ALLOCATION OF MARKS FOR ATTENDANCE**

This is with reference to ***IOM DEAN/IOM/028/2016*** issued on 19 April, 2016 by Dean Office.

This is to inform all the students of The NorthCap University (NCU) that certain amendments have been approved by the Academic Council, NCU in the Attendance Rules for NCU students. The attendance requirement for appearing in Minor Test of a course has been withdrawn. All other attendance requirements are remain unchanged. The change is applicable from current semester (Jan-June, 2018) onwards.

Also, in order to encourage students to attend classes beyond the minimum it is decided to award upto 5 marks for attendance beyond 70%. The allocation shall be 3 marks for attendance above 75%, 4 marks for attendance above 85% and 5 marks for attendance above 95% attendance. These 5 marks shall be taken out of total marks for continuous evaluations (excluding major & minor test marks)

**All students are hereby requested to take the note of above changes.**



**Manoj Kr. Gopaliya**

Deputy Dean-Academics (UG Studies)



**Prof. Swaran Ahuja**

Dean-Academics