ACADEMIC SECTION
DELHI TECHNOLOGICAL UNIVERSITY

F. No. 104/ME/Sch/AICTE/Acad/2014-15 | 4229-36   Date: 17/11/14

Sub: PG SCHOLARSHIP FOR M.TECH STUDENTS: SUBMISSION OF ONLINE DATA & ATTENDANCE VERIFICATION. (REMINDER-III)

In continuation of circular no 104/ ME / Sch / AICTE / Acad / 2014-15 / 01-07 date 02.01.2014 and subsequent reminder of even number dated 17.01.2014 & 14.02.2014 regarding above mentioned subject, it is observed that consolidated attendance is not being sent regularly on monthly basis.

It is once again reiterated that consolidated attendance of whole batch be sent at one go in a month preferably during first week of the month to save administrative time. However, looking into the irregular submission of claim-forms and attendance, it is now decided that attendance will be uploaded on 15th day of every month for those students whose attendance records are received by 10th day in Academic Section and 30th day for those whose attendance is received by 25th day of every month.

It is in the interest of all the students to submit their claims by 5th day of every month to their respective HoD for timely uploading of attendance online by DTU and payment of scholarship by AICTE. Therefore, HoDs are requested to send attendance along with copies of attendance sheets before 10th of the month.

(Dr. Lokesh Garg)
Asst. Registrar (Acad.)

All HoDs

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Copy for information and further necessary action

1. Dean (Academic)
2. Registrar , DTU
3. Head, (CC): with the request to upload on the website
4. Sr. A.R. (A/C)
5. AO (Acad)
6. PS to VC for info of Hon'ble Vice Chancellor
7. Department notice board
8. Academic Section notice board

(Dr. Lokesh Garg)
Asst. Registrar (Acad.)