



NATIONAL INSTITUTE OF TECHNOLOGY: TIRUCHIRAPPALLI – 620 015  
OFFICE OF THE DEAN (ACADEMIC)

DEPARTMENT :  
SPECIALIZATION :

Meeting of the Attendance Committee for B.Tech. / M.Tech. programmes held at the Office of the Dean (Academic) at \_\_\_\_\_ on \_\_\_\_\_. The faculty member after scrutinizing the attendance particulars of B.Tech. / M.Tech. students as on \_\_\_\_\_ and found that the following students have secured less than 75 % in the course \_\_\_\_\_

S. No	Semester	Roll No	Name	Attendance %

Faculty member

Shortage of attendance in respect of student at S.Nos.....may be condoned on medical grounds.

Student(s) at S.Nos \_\_\_\_\_ may be prevented from appearing the examinations on account of attendance being less than 75%.

HOD

Associate Dean (Academic) / (UG / PG)

Dean (Academic)