



BHARATIYA VIDYA BHAVAN'S
M.M.COLLEGE OF ARTS, N.M.INSTITUTE OF SCIENCE,
H.R.J.COLLEGE OF COMMERCE
BHAVAN'S COLLEGE (Autonomous)

[ESTABLISHED – 1946 – RE-ACCREDITED “A” BY NAAC (2015-20)]

CGPA: 3.02 Grade A (validity Extension upto 2025-26)

Affiliated to Mumbai University

Date : 06th July 2022

STUDENTS' ATTENDANCE NOTICE

Students are hereby informed that as per Mumbai University Ordinance no. 6086, a student should have minimum 50% attendance in each subject, failing which, he/she shall not be allowed to appear for the semester end examination. In this regard, students should note the following-

1. Attendance in class shall be marked on the “Teach Us” App as well as on Attendance Sheet. All students should install the “Teach Us” App on their phones and use the same for the attendance. If there is any technical difficulty, please contact your respective subject teachers for resolving the same.
2. It is the responsibility of the students to check whether their attendance is getting marked for each attended lecture. If the attendance does not get marked due to network issues, convey this to your teacher and get your attendance marked manually on the same day. Backdated complaints about the technical issues shall not be considered.
3. Students are required to check their attendance percentage in the App for each subject regularly. Monthly defaulter lists shall also be declared by the Attendance Committee.
4. If a student has missed classes due to any medical condition, he/she should convey it to the attendance committee **within seven days of re-joining the college.** An application should be mailed to attendanceissues@bhavans.ac.in along with the scanned copies of medical certificate, reports and hospital admission details. Medical certificates submitted after seven days of re-joining shall not be entertained.
5. If any student has represented the college/University in N.C.C./N.S.S./Sports/Cultural Activities and hence falls short of attendance, he/she should obtain a certificate from the In-charge teacher of the respective activity, clearly mentioning the date and reason for absence. The certificate and other relevant documents should be mailed to attendanceissues@bhavans.ac.in.
6. Attendance Defaulters' List for the entire semester shall be displayed on the college website, before the semester-end exam. A period of three days shall be given to those students who wish to appeal to the principal for getting their absence condoned. They should submit the application in hard copies with valid documents, within these three days in the principal's office. Principal may condone their absence and allow them to appear for the exam if their application is found valid and genuine.
7. Students should convey their parents to install and use the “Teach Us” App through parents' login to keep a track of their ward's attendance.

Prof. Rahul Suryavanshi

Convener Attendance Comm.

Dr. Ajay Kamble

Vice- Principal Incharge

Prof. (Dr.) Zarine Bhathena

Principal