

Date: _____

To,
The Principal,
SVKM's Mithibai College of Arts; Chauhani Institute of Science &
Anuriben Jivanlal College of Commerce and Economics (Autonomous)
Vile Parle(W), Mumbai 400056

Undertaking for the attendance

Respected Sir,

I, _____ Parent/Guardian of _____, the student / learner of your college who is studying in Class _____ Div. _____ Roll No. _____ SAP No. _____ am aware of the attendance rules of Mithibai College (Autonomous). The college rules state that, Every learner is expected to attend 100% lectures, practical and tutorials conducted for every course in each semester. Every bonafide learner shall ordinarily be allowed to keep terms for the given semester in a program of his/her enrolment, only if s/he fulfills the criteria of at least seventy-five (75%) attendance as an average of total number of lectures, practical & tutorials conducted for all the courses taken together in every semester. Further it is mandatory for every learner to have minimum 70% attendance for each course & average attendance in all the courses taken together has to be minimum 75% in the program. I am further given to understand that in case my ward does not have the required attendance as per the rules as stated above, he/she will not be granted the term of the said semester in the said academic year and the learner will not be permitted to appear for the Semester end examination.

I hereby assure and confirm that my ward will attend all online and offline lectures, practicals and tutorials on regular basis. In case my ward does not meet the requirement of attendance as per the above stated norms, the college can take appropriate action in accordance to its guidelines and can debar him/her from appearing in Semester end examination for which I shall have no objection to the same.

We hereby agree to abide by the college timings as per time table allotted which also includes online and offline lectures, practicals, tutorials and seminars conducted.

We are also given to understand by the College authorities that the attendance data of the previous month would be conveyed through the college notice board/students' portal/Email/SMS in the first week of the month. We will take note of the same.

Ragging is strictly prohibited. Students indulging in ragging will be punished as per 'The Maharashtra Prohibition of Ragging Act, 1999 (Mah. XXIII of 1999) Published in Maharashtra Govt. Gazette on 15th May 1999'. Such student will also be expelled from the college and F.I.R. will be lodged with the police against them. Moreover, it will be mentioned in the college leaving certificate of such students that they are expelled because of their indulgence in ragging. The students found guilty of ragging earlier will not be admitted to this college.

My ward _____ and I agree with above mentioned rules and regulations and will comply with the same.

Student's Signature

Parent's signature

Name of Student : _____
Class & Div _____
Roll No : _____
SAP No. : _____
Mobile No. : _____
Email Id : _____

Name of Parent/Guardian : _____
Address: _____

Mobile No. : _____
E mail ID _____