

ATMA RAM SANATAN DHARMA COLLEGE : NEW DLEHI – 110 021

Ref No. 211

REMINDER - II

Date : 17.09.2019

REGARDING : **ATTENDANCE RECORD OF Ist, IIIrd and Vth Semester**

Those teachers who have not uploaded their Attendance Records (July and August, 2019) till date i.e. 11.09.2019 (Reminder-I), are once again requested to upload the attendance records of the students on the College Website and submit the hard copy of their respective classes (Lectures, Tutorials & Practicals) for the month of July and August – 2019 to the following Dealing Assistants in the College Office by **20.09.2019 (Friday)**.

If there is any problem/difficulty to upload the Attendance Record on the College Website please contact Mr Rajesh Kumar, Senior Assistant in the College Office.

B A (Prog)/(Hons) (Mr Basakhu Ram)	-	I/II/III year classes
B Com (Prog)/(Hons) (Mr Om Prakash)	-	I/II/III year classes
B Sc (Prog)/(Hons) (Mr Rajesh Kumar)	-	I/II/III year classes

This may be treated as **Most Urgent.**

(Handwritten Signature)
(Dr Gyantosh Kumar Jha) 17/9/19
Principal *(Handwritten Initials)*

CC:

- 1 Coordinator, Deptt of Chemistry
- 2 Coordinator, Deptt of Commerce
- 3 Coordinator, Deptt of Economics
- 4 Coordinator, Deptt of English
- 5 Coordinator, Deptt of Hindi
- 6 Coordinator, Deptt of History
- 7 Coordinator, Deptt of Maths
- 8 Coordinator, Deptt of Phys8ics
- 9 Coordinator, Deptt of Pol Science
- 10 Coordinator, Deptt of Sanskrit
- 11 Coordinator, Deptt of Computer Science
- 12 Coordinator, Deptt of Biology
- 13 Coordinator, Deptt of Electronics