

URGENT

Dyal Singh College
(University of Delhi)

Lodhi, Road, New Delhi-110003

Dated 10.11.2017

NOTICE

All faculty members are requested to submit consolidated date-wise attendance record of the students for the Session July-^{Nov}~~Dec~~ 2017 with Mr. Uttam Singh/Mr. Ankur Bhardwaj in the Computer lab Basement on or before **20.11.2017**.

You are also requested to make sure that the Grand Total of the Classes (Total Lectures held along with Total of Lectures attended by the students) is calculated correctly at the last page of the Attendance Sheet.

- Copy to: 1. Staff Room Notice Board
2. Circulate among the teachers
3. College Website
4. All teacher In-Charges

I Singh
10.11.17
(Dr.I.S.Bakshi)
Principal

Uttam Ankur
10.11.17
2