

Bharati Vidyapeeth (Deemed To be University) Institute of Management & Research, New Delhi

An ISO 9001:2008, 14001:2004 Certified Institute

A-4, Paschim Vihar, New Delhi. (Ph.: 25284396 Fax: 011-25286442)

REP BVT/HR (MS) 1370/2018-19

Notice

05/03/2019

Dear Students (BBA/BCA/MBA/BBALLB)

Please adhere to the following instructions while taking your NOC from HOD and CMS:

1. Submit Academic Penalty if you have attendance less than 75%. Since you are knowing that your attendance is on real time basis you can take decision of start working on your academic penalty accordingly.

We will not entertain any request while disapproving your NOC on account of less attendance & non submission of academic penalty as attendance norms have been shared with you since first semester.


The following dates have been fixed for the submission of Academic Penalty:


Particulars	Date
First submission	8 th March 2019
Second Submission	11 th March 2019
Third Submission	13 th March 2019
Last & Final Submission(With late fee of Rs. 100)	15 th March 2019

***Non – submission of academic penalty will make your second internals as Zero. You will get conditional approval only after filling the undertaking form.**

2. Give your feedback on time to get NOC from CMS.
3. Late submission of academic penalty will not be considered.
4. Relaxation in attendance of 5% shall be granted only on account of Medical case (along with all proofs) till 11th March 2019.
5. Guidelines for Academic Penalty:
 - A) Last 4 years solved question papers of each subject.
 - B) All the questions are compulsory. No choice to be opted in any question paper.
 - C) All subjects should be spirally bound as one only.
 - D) All the subjects should be checked by the respective subject faculty.
6. Students having attendance more than 80% as on 11th March 2019, start getting their NOCs approved from 12th March 2019. However, you need to maintain 75% attendance till 15th March 2019 to get their attendance marks.

BBA II Semester
BBA IV Semester
BBA VI Semester
BCA II Semester
BCA IV Semester
BCA VI Semester
BBA LLB
MBA II Semester
MBA IV Semester
HOD


Dr. R. K. Sharma
Dean Academics


Dr. Vikas Nath
Director I/C

05/3/19

— website team
— CMS for circulation
on ERP





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Undertaking

I _____ of Class _____ having attendance _____ % as on _____ bearing ERP ID _____ hereby confirm that my academic penalty is not submitted by the due date _____ as notified even after putting up four reminders by HOD/Class Coordinator. Therefore, I hereby accept and give consent to mark my second internal marks as zero for not adhering to instructions of institute which were in my benefit.

Student's Signature: _____

Student's Name: _____

ERP ID: _____

Mobile No.: _____

CC: Parents of _____

Address: _____

Email of father: _____

Email of mother: _____