

**Maharaja Agrasen College**  
**University of Delhi**  
Vasundhara Enclave, Delhi – 110096

September 18, 2017

**CIRCULAR**

**Submission of Monthly Attendance**

In continuation to previous circular in the matter dated September 9, 2017 & September 13, 2017 all faculty members are requested to submit the attendance of students for the month of July and August, 2017, at the earliest in the office.

Kindly take the date of admission into consideration for stating attendance of first year students (List of first year students along with date of admission has been mailed to all Teacher In charges).

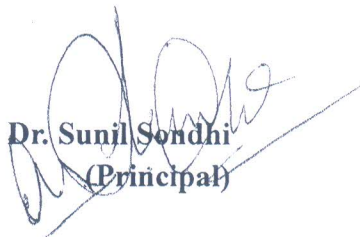
Teacher-in-charges of the respective departments are requested to ensure compliance in the matter.

Login details for online submission of attendance already has been communicated to all faculty members through their email.

Incase any assistance is required, faculty members may contact Mr. Vishal (Mob. No. 9999146996, email ID [vishalkhamaru@gmail.com](mailto:vishalkhamaru@gmail.com)) in the college office.

In case after logging into your account you see the message "No Responsibility found" then please contact Mr. Vishal for assigning of papers & students.

Support & cooperation of all faculty members is solicited to make this module successful for efficient & fast compilation of attendance data.

  
**Dr. Sunil Sondhi**  
(Principal)

Copy to:

All faculty members

College Website

College Notice Board

