

RULES FOR CONDONATION OF ATTENDANCE

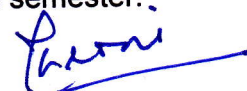
1. Attendance required as per AIL Rules to avoid fines : 85%
2. Attendance required as per Punjabi University Rules : 75%
3. Condonation of attendance at the discretion of the Principal, AIL : 69 to 75%
4. Condonation of attendance at the discretion of the Vice Chancellor : 63 to 69%
Punjabi University, Patiala
5. Condonation of attendance (69 to 75%) from the institute can be availed on grounds as under:-

Sr. No.	Reason/ Ground	No. of Days	Procedure	Remarks
(i)	Medical / Sickness	Maximum benefit of 6% of the delivered lectures	Submit the application form along with the medical illness certificate within 15 days of joining back the Institute after illness	No application for condonation will be entertained after the due date
(ii)	Interview for Placement	Actual number of days, but not exceeding 6% of the total delivered lectures	Submit the application, duly recommended by the concerned coordinator, within 15 days of joining back the institute	A student can participate in any two activities in one semester
(iii)	Representing the Institute:- (i) Moots (ii) Sports (c) Cultural (d) Debates	6 lectures for preparation of memorials Actual days of competition including travelling period		
(iv)	Marriage of the concerned student	3 days	Submit application with proof of the event within 15 days of joining back the institute	--

6. **For New Admissions.** As per Punjabi University admission procedure and rules, if a student after depositing the admission fee, remains absent for continuous 10 days in the beginning of the session, his/her name would be struck off from the rolls of the class. The Principal will display on the Notice Board the name(s) of such candidate. On receipt of request from the student within one week from the date his name was struck off from the rolls, justifying his/her absence from the class, the Principal may re-admit the candidate on the merit of the case. But in no case the re-admission is allowed after 2 weeks.

7. The process of condonation shall be done only once at the end of the semester.

1700/AIL/PI/025
Dt. 18 Aug 2017


(Dr Tejinder Kaur)
Offg Principal

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Registrar copy, Placement offr