



HIRALAL MAZUMDAR MEMORIAL COLLEGE FOR WOMEN

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Ref. No.

Date ..02/01/2024.

Date: 02.01.2024



Notice


Dear Head of Departments,

As we are proceeding for the upcoming Semester III & V examinations, 2023 – 2024 (under the CBCS system), it is imperative to ensure that we have a comprehensive understanding of student attendance.

In light of this, I kindly request each Head of Department to submit a detailed report on students' attendance as on December 2023. Please be mindful to include the rehearsed days & Performance days i.e. 18.12.2023 & 19.12.2023 in the attendance report of those students who participated in the cultural program during the NAAC visit on 18.12.2023 & 19.12.2023.

Please ensure that the reports are submitted to the undersigned by 06.01.2024. Your prompt attention to this matter is crucial to ensuring the smooth conduct of the upcoming examinations.

Thank you for your cooperation.


02/01/24

Dr. Soma Ghosh

Principal
Principal

Hiralal Mazumdar Memorial College
For Women

Dakshineswar, Kolkata-700 035