

OFFICE OF THE DIRECTOR CUM PRINCIPAL RAJIV GANDHI GOVT. ENGINEERING COLLEGE KANGRA AT NAGROTA BAGWAN, VPO MASSAL, TEHSIL NAGROTA BAGWAN, DISTT. KANGRA (HP)-176047

(Approved by: AICTE, New Delhi; Affiliated to: HPTU, Hamirpur (H.P.)

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Dated: 29-11-2025

Student Notice

This is for the information of 1st year of B.Tech. & B.Arch. students who are on the verge to be detained due to attendance between 65% to 69.9% & between 70% to 74.9%. Those students may enquire their attendance upto 03-12-2025 from concerned teacher. Such students may apply a mercy appeal for condonation of attendance as a special case, if any, as per HPTU Ordinance-12 B.Tech. Regular CBCS clause 13 (a). Two separate condonation forms are attached for application purpose:

- 1. Attendance Condonation Request (65 to 69.9%) addressed to the Vice Chancellor, HPTU Hamirpur (may be used for both theory & practical subjects)
- 2. Attendance Condonation Request (70 to 74.9%) addressed to Director cum principal, RGGEC at Nagrota Bagwan (may be used for both theory & practical subjects)

Students will submit the condonation forms duly verified by concerned teacher forwarded through HODs/OICs on or before 03-12-2025 by 04:00 pm positively. Those students who have already submitted medical condonation forms need not to submit again.

> Director-cum-Principal, Rajiv Gandhi Govt. Engg. College Nagrota Bagwan Distt. Kangra

> > Dated: -

Endst. No. RGGEC/NGB/Trg. (Academics) /2025-

Copy to: -

1. HODs of B.Tech. & B.Arch. for information.

2. Mr. Vinay Kumar, OIC Academics for information.

3. Mr. Munish Bhardwaj, OIC website with request to upload on college website.

4. Student Notice Board.

129/11/2025 Director-cum-Principal, Rajiv Gandhi Govt. Engg. College

Nagrota Bagwan Distt

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(Sign. of H.O.D./OIC) Condonation				

Director-Cum-Principal, Rajiv Gandhi Govt. Engg. College Nagrota Bagwan Distt. Kangra

aginan.com:

ATTENDANCE CONDONATION REQUEST (70.0 to 74.9%) (Common for Theory & Practical Courses) To The Director cum Principal RGGEC, Kangra at Nagrota Bagwan Request for condonation of attendance and provisional permission to appear in Ext. Subject: Practical Exam. and/or end semester theory examination. R/Sir, It is kindly stated that my attendance in the subject(s) -----and my name is there in list of detained students. It is requested to condone my shortage of attendance DUE TO (Reason - attach proof). I am attaching relevant documents in support of my request for condonation of attendance. It is requested that I may be provisionally allowed to appear in Ext. Practical Exam./End semester theory examination until my case of condonation of attendance is decided by the concerned authority. In case my request for condonation of attendance is turned down by concerned authority, my provisional permission to appear in external practical and /or end semester theory examination may be presumed to be cancelled. Yours faithfully (Sign, of student) Name of student Roll No. Branch Semester Contact No.----Verification and Comments by the concerned faculty (subject teacher): Sig. of Name of Subject Name Subject Verification & Comments Faculty Faculty Code Comments/Recommendation of the H.O.D./OIC:

Condonation
Approved/Not Approved

(Sign. of H.O.D./OIC)

Director-Cum-Principal, Rajiv Gandhi Govt. Engg. College Nagrota Bagwan Distt. Kangra