



RAO PAHLAD SINGH DEGREE COLLEGE

(Approved by DGHE / Govt. of Haryana & Affiliated to Indira Gandhi University, Meerpur)

Satnali Road Balana, Mohindergarh Haryana-123029

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Ref. No. RPSDC/2025/57

Date: 27-02-2025

CIRCULAR

All faculty members are requested to submit the attendance records of students for each paper through the designated Google Excel sheet. The attendance should be recorded from 7th January to the 27th February, 2025 and must include:

1. Total Lectures Delivered
2. Attendance Percentage of Each Student in Each Paper.

The deadline for submission is 1st March (Saturday), 2025. Kindly ensure accuracy and completeness while updating the data.

For any queries, please contact the Academic Office.

Manoj
27/02/25

Dean, Academic Affairs

RPSDC

A copy of the above is forwarded to followings:

1. Director, RPSGOI
2. Principal, RPSDC
3. Registrar, RPSGOI
4. All Heads
5. IQAC
6. Controller of Examination
7. IT Cell for updating on college website

