NOTICE

All the students of the department are hereby informed that,

i) The classes for the session 2014-15 in the department shall commence from **04th August, 2014**.

ii) All eligible students including Research Scholars have to complete their continuation/ Re-admission by 16-08-2014 (without late Fee).

iii) The last date for completion of continuation/ Re-admission will be 30-08-2014 (with late Fee Rs.500/-).

iv) **After 30th August, 2014 Continuation/ Re-admission will not be allowed.**

v) All Students seeking continuation/ Re-admission in the same class/ course shall fill up the *continuation/Re-admission Proforma* as well as Registration Proforma which may be downloaded from the website: [www.amucontrollerexams.com](http://www.amucontrollerexams.com). Each newly admitted student in different classes/courses shall fill up *Registration Proforma*.

vi) Attending 75% classes will be compulsory for all courses and it would be calculated on aggregate basis (not in each paper) in all Faculties.

vii) Attendance of all the students seeking continuation/ Re-admission will be computed from the date of commencement of classes. An undertaking in this regard shall be submitted along with continuation/ Re-admission form.

viii) Attendance of all the newly admitted students will be computed from the date of their admission.

ix) In case of long absence of a student (15 days in case of semester system) the Dean shall communicate his attendance to the Parents/ Guardian of the students concerned through their Provost.

x) No extra classes are permitted to make up the shortage of attendance.

xi) For all the cases of continuation/ Re-admission, the fees will be deposited online from this session i.e. 2014-2015. In exceptional cases DD may also be accepted.

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(Prof. Shabahat Husain)

Chairman

Department of Library & Information Science

Aligarh Muslim University, Aligarh