



# ਸ੍ਰੀ ਗੁਰੂ ਗੋਬਿੰਦ ਸਿੰਘ ਕਾਲਜ ਆਫ ਕਾਮਰਸ श्री गुरु गोबिंद सिंह कॉलेज ऑफ कॉमर्स Sri Guru Gobind Singh College of Commerce

(University of Delhi)

NAAC A++ Accredited

Pitampura, (Opposite TV Tower), Delhi-110034

## OFFICIAL NOTICE (Internal Assessment Committee)

Date: 28 April 2026

The college authorities had issued three notices on 5<sup>th</sup> February 2026; 6<sup>th</sup> March 2026 and 25<sup>th</sup> March 2026 to adhere to the attendance norms till 67%. In addition to this, an Open House was conducted by the Principal Madam on 3<sup>rd</sup> February 2026 for the same purpose.

However, it has come to our notice that many students have not even completed 40% attendance in aggregate as highlighted in the DU Ordinance VII. There are certain exemptions given in the Ordinance VII. The remaining students who have **failed to complete the criteria of Attendance as on 28 April 2026**, are required to submit a mandatory undertaking on a ₹10 non-judicial notarized stamp paper, duly signed by both the student and their parent/guardian by 5 May 2026 4.00. p.m to Ms. Vibha in Admin.

### Ordinance VII:

In case the student who:

1. is selected as a member of the NCC to participate in the annual NCC camps or is deputed Civil Defence work and allied duties, or
2. is enrolled in the National Service Scheme and is deputed to various public assignments by or with the approval of the Principal/head of the Institution concerned; or
3. is selected to participate in sports or other curricular activities; or
4. represents the college in inter-college tournaments organized by the Delhi University Sports Council(DUSC) or a student who represents Delhi State in national Tournament organized by National Sports Federations; or a student who represent the University in Tournaments organized by Association of Indian Universities; or a student who represents Indian in International Tournaments organized by International Federation/Association and FISU, selection through AIU); or a student who represents India in Olympics/common wealth Games/Youth Games/World Championship organized by International Olympics Committee; or in national or international fixtures in games and sports approved by the Competent Authority; or

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5. is required to represent the University at the Inter-University Youth Festival; or
6. is required to participate in periodical training in the Territorial Army or a student who is deputed by the college to take part in Inter-college sports or fixtures, debates, seminars, symposia or social work project or a student who is required curricular activities held in other Universities or such other activities approved by the Vice- Chancellor for this purpose.
7. the Medical Certificate will be considered, exceptionally hard cases of students who had fallen seriously ill or had met with an accident during the year disabling them from attending classes for a certain period, with a view to determining whether the lectures etc. delivered during the said period, or a part thereof, could be excluded for purposes of calculation of attendance of the year and decide each cases on its own merits.
8. All students with attendance **below 40% as on 28 April 2026**, are hereby directed to submit a mandatory undertaking on a **₹10 non-judicial notarized stamp paper, duly signed by both the student and their parent/guardian by 5 May 2026 4.00. p.m to Ms. Vibha in Admin.** The undertaking will bind the student to the following strict disciplinary measures, which will be enforced in the subsequent semester:

- Debarment from all college-facilitated placement and internship opportunities
- Immediate cancellation of society memberships
- Prohibition from participating in student elections
- Withholding of admit cards, if deemed necessary
- Detainment from Semester examinations

The college administration reiterates that attendance requirements are mandatory and non-negotiable. This notice serves as a final warning. Any further disregard for attendance norms will result in severe academic and administrative consequences. The institution is committed to maintaining academic discipline, ensuring accountability, and upholding the integrity of its processes. All students are advised to treat this matter with the seriousness it demands.

  
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**Prof. (Dr.) Kawal Gill**

**Principal (Officiating)**

**UNDERTAKING (On Rs. 10/- Stamp Paper for Short Attendance)**

I, \_\_\_\_\_, D/o \_\_\_\_\_, aged \_\_\_\_\_ years, residing at \_\_\_\_\_, presently a student at Sri Guru Gobind Singh College of Commerce, University of Delhi, do hereby solemnly affirm and declare as under:

1. That I am currently studying in the \_\_\_\_\_ year, Roll No. \_\_\_\_\_, Semester \_\_\_\_\_, in the course \_\_\_\_\_ at Sri Guru Gobind Singh College of Commerce, University of Delhi.

2. I am aware that my overall attendance for the current semester is \_\_\_\_\_, which is below the minimum requirement as stipulated by the University of Delhi, ordinance no. VII and I am liable to be detained.

3. I hereby undertake that I will improve my attendance and fulfil the minimum requirement of 66.67% attendance in the upcoming semesters for the academic year 2026-2027. I understand that failure to meet the attendance requirement will result in any or all the following disciplinary measures:

- I will not be eligible for college-facilitated placement and internship opportunities
- My society memberships will be cancelled
- My participation in elections will not be permitted
- My admit cards may be withheld
- I may be detained from giving semester examinations (2026-2027)

4. I further undertake that I shall not hold Sri Guru Gobind Singh College of Commerce, University of Delhi responsible if I am detained from appearing in the examinations due to shortage of attendance or if any or all the above disciplinary measures are applied. Further I will accept the decision of the college without any protest and shall not contest it.

**DEPONENT**

**(Signature of the Student)**

University Enrollment No.: \_\_\_\_\_

Email: \_\_\_\_\_

Date: \_\_\_\_\_

Place: \_\_\_\_\_



Course: \_\_\_\_\_

Semester: \_\_\_\_\_

**Declaration by Parent/Guardian**

I, \_\_\_\_\_, father/mother/guardian of \_\_\_\_\_, confirm that I have read the above undertaking and I am aware of the attendance requirements of the University. I understand that if my ward fails to meet the 66.67% attendance criteria, He/she may not be permitted to appear in the Semester-End Examinations for the academic year 2026-27 or subject to in any or all the disciplinary measures mentioned above.

Name of Parent/Guardian: \_\_\_\_\_

Signature of Parent/Guardian: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

Date: \_\_\_\_\_

**Notary Seal and Signature**

**(Notary Public with Registration Number and Stamp)**

