

PRAGJYOTISH COLLEGE

SANTIPUR, GUWAHATI - 781009, ASSAM

MODALITIES FOR EARNED ATTENDANCE

If a student fails to attend regular routine classes on account of the following reasons, he/she will be awarded **Earned Attendance (EA)**. The number of EAs will be counted along with the actual number of classes attended, while calculating the total attendance percentage at the end of every semester, before the end-term form fill-up process.

In brief:

Actual Attendance =

Total Number of Classes (Theory, Practical, Add-On) Attended + Total Number of EA

- Severe medical emergency amounting to hospitalization OR if adequate bed rest is advised by authorized medical practitioners
- Participation in any college in-house events/ activities (conferences/ seminars/ talks/ alumni meets/ sports & games/ quiz events/ other competitions/ NCC, NSS, BSG, RRC activities/ PCSU activities/ community & outreach activities/ etc. where student participation is desired by the organizers
- Participation in University /District/ State/ National/ International events

In all the above circumstances, a student will have to inform about his/her absence in writing to the Head of the Department, in which he/she is pursuing a Honours/ Major programme.