

**OFFICE OF THE DEAN OF UNIVERSITY INSTRUCTION
PANJAB UNIVERSITY, CHANDIGARH**

**No. 6386-6485 /DUI/DS
Dated 21.09.2016**

This is in continuation to this office letter Nos. 5564-5653/DUI/DS dated 30.08.2016 (and Nos. 6270-6369/DUI/DS dated 19.09.2016), wherein it was intimated to all the Chairpersons that parents of those students whose monthly attendance is below 50% be informed by Registered Post.

Instead of informing the parents of the students whose attendance is below 50% every month, you are requested to send a **one-time** communication by **Ordinary Post** to all the parents of the candidates admitted in your department that they can check the attendance record of their wards every month on the Department online Notice Board ([http://](http://.....)).

Dean of University Instruction

Issued to :-

All the Chairpersons / Directors,
Teaching Department, PU, Chandigarh / PURC Muktsar / PURC Ludhiana / PURC Kauni
/ PUSSGRC Hoshiarpur / VVBIS&IS Hoshiarpur.