



# SHRI RAM COLLEGE OF COMMERCE

University of Delhi, Maurice Nagar, Delhi – 110007

Website: [www.srcc.edu](http://www.srcc.edu)

SRCC/AD-45/2024/

May 20, 2025

## NOTICE SUBMISSION OF ATTENDANCE

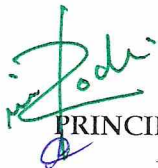
Faculty Members teaching **Semester II** of Academic Year 2024-25 are hereby intimated that Attendance Records, including backlog attendances and benefits if any, must be submitted by **Wednesday, May 28, 2025**.

This is highly important as Ordinance VII of the Delhi University Act 1922 **mandates** that:

*"12. e. A College shall notify on the notice board the final attendance position of each of its students within five days of the dispersal of the classes in the last session of the academic year."*

Accordingly, Attendance for consideration towards the Semester Exam shall be locked on the SmartProf Portal on **Thursday, May 29, 2025** after which no change can be made.

Faculty Advisors are advised to process the Benefits of the students of their respective student societies by May 25, 2025.



PRINCIPAL

Cc: Circulation to Faculty Members through:

- Email
- Staff Notice Board
- Website and SmartProf