



HIMACHAL PRADESH  
PRIVATE EDUCATIONAL INSTITUTIONS REGULATORY COMMISSION  
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No. HP-PERC/427/General Institutions/2017-7972 to 7988, Dated: 10/01/2020.

From: **The Chairman,**  
HP-PERC, Shimla-171009.

To **The Registrars,**  
All State Private Universities,  
Himachal Pradesh.

Subject: **General Circular- regarding attendance of students.**

Madam/Sir,

Please find enclosed herewith General Circular regarding attendance of students.

For your information and further necessary action.

Yours faithfully,

Encls:- as above.

Secretary

H.P. Private Educational Institutions  
Regulatory Commission

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**GENERAL CIRCULAR**

It is for the information of all State Private Universities that taking cognizance of various attendance based complaints, it has been found that Universities / Institutions are unnecessarily marking the students absent inspite of the fact that students are attending the classes. Daily attendance of the students be sent through email to HP-PERC for record and the same also be displayed by evening on the website of the University. So that students can see their attendance on daily basis. A SMS warning system for short attendance be generated on progressive basis and not towards the end of the semester just before the start of final exams, so that students may complete their required attendance percentage before the start of final examination. Such SMSs should also be sent to the parents/ wards of the students so that they may also be kept informed about short attendances of their wards.

Secretary  
H.P. Private Educational Institutions  
Regulatory Commission

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