ARKA JAIN University
Jharkhand

NAAC GRADE A
ACCREDITED UNIVERSITY

SCHOOL OF HUMANITIES
DEPARTMENT OF FASHION DESIGN

Notice No : AJU/BA FD/284 **Circular** **Date: 12-02-2026**

Subject: Mandatory Attendance and Discipline during Class Hours

All students of the Department of Fashion Design are hereby informed that maintaining academic discipline and regular attendance is compulsory.

In view of ensuring adherence to academic standards and studio discipline, the following instructions must be strictly followed:

- Regular attendance in theory and practical/studio classes is mandatory.
- Class bunking without prior permission or valid reason will not be permitted.
- Loitering in corridors, canteen, campus premises, or workshops during scheduled class hours is strictly prohibited.
- Students must remain present in assigned classrooms, labs, or studios during their allotted timetable hours.

A team of senior faculty members and departmental officials will conduct periodic inspections during class hours.

Students found:

Outside classrooms/studios without valid academic justification, wasting time during scheduled academic hours, violating attendance norms, will face disciplinary action and penalties as per departmental and institutional regulations.

Fashion Design is a professional program requiring commitment, studio discipline, and active participation. All students are expected to uphold the academic integrity and reputation of the Department.

This notice shall be treated as strict and mandatory.

Copy To:

- PS to hon'ble Vice Chancellor
- PS to hon'ble Director
- PS to hon'ble DSW
- Academic Coordinator
- All concerned Faculty / Mentor
- AJU website
- Office file
- Notice board
- ERP Coordinator
- Students group (Email/WhatsApp)

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