



**SCHOOL OF HUMANITIES  
DEPARTMENT OF ENGLISH**

**Ref: AJU/BAENG/07/2026**

**Date: 12.02.2026**

**CIRCULAR**

**Strict Compliance with Attendance and Campus Discipline**

All students of the Department of English are hereby informed that the Department places utmost importance on academic discipline and responsible conduct on campus.

The following directives must be strictly adhered to:

- **Regular class attendance** is mandatory for all students.
- **Class bunking without valid and documented reasons** is strictly prohibited.
- **Unnecessary loitering on the campus**, especially during class hours, is not permitted.

It is further notified that a **group of senior faculty members and university officials will conduct regular inspections** across the campus. Students found **wasting time outside classrooms without valid academic reasons** will be viewed seriously and **appropriate disciplinary action/penalties may be imposed** as per university rules.

Students are advised to maintain discipline and contribute to a healthy academic environment.

*R. Ghosh*

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**Copy to:**

- PS to Hon'ble Vice Chancellor
- Hon'ble Pro-Vice Chancellor
- PS to the Director-cum- Registrar
- AJU website
- Academic Coordinator
- Office file
- Notice board
- Students groups (Email/WhatsApp)