

Ref. No: CMRTC/S1/2024-25/O/13 (SARC)

Date: 01/11/2024

**OFFICE ORDER**

This is to inform that the **Students Attendance Review Committee** has been constituted with the following members under the chairmanship of Director.

S.NO	NAME OF THE FACULTY	DESIGNATION
1	Dr. DTV Dharmajee Rao	Dean – Academics
2	Dr. K. Srinivas	Dean – FSA
3	Dr. G. Srikanth	Dean - IQAC

All the students who are having less than 75% of attendance are required to present before the committee along with their parents with all documentary evidence.

- The committee will review and recommend based on the merit of the students for Condonation/Detention.
- **B.Tech IV Year schedule:** 4<sup>th</sup> to 9<sup>th</sup> November 2024 from 10:00 AM to 12:00 Noon and 02:00 PM to 04:00 PM in the Deans Office Conference Room.
- If any student is failed to present before the committee, He / She should abide by the Academic Regulations.

*Amreddy*  
Director

To:

- **HODs:** for necessary action

ECE	CSE-I	CSE-II	AI & ML	DS	IT	H&S	MBA

LIBRARY	EXAM CELL	TPC	ADMIN

Copy to:

- **Deans:**

ADMINISTRATION	ACADEMICS	R&D	FSA	IQAC	DA

- **Chairman** for information please.