

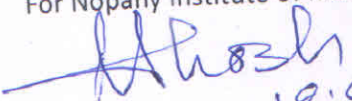
NOPANY INSTITUTE OF MANAGEMENT STUDIES
2D NANDO MULLICK LANE
KOLKATA – 700006

Date: 18.07.2023

Attendance & Examination Policy

- 75% attendance is a mandatory requirement for each student, across all departments of NIMS.
- A Student is eligible to appear for the CA and semester examination only when he/she has a minimum of 75% cumulative attendance.
- Students with attendance below the required level, i.e. 75 % will not be permitted to appear for the CA as well as semester examinations.
- Leave of absence from college for more than two days must be applied in advance and approved by the departmental HOD. The general terms of excuses such as 'some business', 'Personal work', and 'sick' are not sufficiently explicit.
- The leave application, if any, should be duly signed by the parents.
- In case of absence due to medical reason proper documents like prescription, fit certificate etc. must be submitted to the respective departmental HOD.
- Absent in any internal assessment (Continuous Assessment – CA, Practical Continuous Assessment – PCA) and End Semester Practical and Sessional Examination will be considered as failure in the sessional item / paper(s). The student shall be required to repeat the semester as a regular student and shall not be eligible for carry-over promotion.

For Nopany Institute of Management Studies


Dr. Subir Ghosh
Principal

18.07.2023

PRINCIPAL
NOPANY INSTITUTE OF
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