

MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE, GWALIOR

(A Govt. Aided UGC Autonomous Institute Affiliated to RGPV, Bhopal)

Ref: 778

Date: 30/04/2020

NOTICE

Subject: Conduction of additional classes/make up classes for remedial purposes

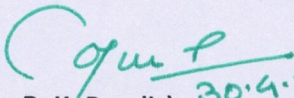
Additional classes will be conducted from 4th May onwards for completing the portion of syllabus which could not be completed till now or for the reasons mentioned below.

The students can send their requests for these special classes to the class coordinator/HoD, course faculty or institutional I/c for remedial classed Dr. Manoj Gaur.

The name of student, class, name of teacher, desired course & topic must be clearly indicated. Based on these responses the remedial class coordinators will prepare their schedule and circulate it to the students.

In addition to this, faculty can also schedule additional classes after May 4th to prepare students for examination, competitive exams and for making the students job ready.

Record of all such classes conducted must be maintained by the faculty. The compiled record must be sent by each department to the dean academics through email on a weekly basis.


(Dr. R. K. Pandit) 30.4.2020
Director

Copy to:

1. All HoDs for compliance & for circulation to faculty
2. Dean Academics
3. Dr. Manoj Gaur, I/c Remedial Classes
4. Dr. Pratesh Jayaswal, Academic coordinator, TEQIP-III
5. Prof. R. R. Makwana, Pl. upload on website
6. Shri Atul Chauhan, Pl. upload on MOODLE.