

Dr. Subrahmanya Bhat K.
Deputy Controller of Examinations
Nitte Off-Campus Centre

Ref: NU/DCOE/NMAMIT/2024-25/07

Date: 16-9-2024

Circular

B.Tech students who remain **absent** for Mid Semester Examination due to valid reasons have to get **prior permission**. Those who are absent due to health reasons are required to submit their request within two working days. Students have to submit their request letter along with relevant documents to their respective **Head of the Departments (for 3rd & 5th Semesters)** and to the **First Year Coordinator, Dr. Joy Martis (for 1st Semester)** to write additional MSE of that particular examination for which he or she is absent, failing which they will not be given permission.

There will be no choice in Additional MSE. Students have to answer all questions.

This is for the information of all concerned and necessary action.

Sd/-

Deputy Controller of Examinations

Sd/-

PRINCIPAL

CC: Principal's table,
Vice Principal & Dean (Academics),
Vice Principal & Controller of Examinations,
All HODs,
First Year Coordinator,
Placement,
Academic Section,
Physical Education Director,
Notice Board.