

ATTENDANCE AND DISCIPLINE RULES

It is felt necessary to bring to the notice of all the students at the commencement of the semester itself, the attendance requirement as per the regulations of the University and the Bar Council of India as well as the consequences of shortage of attendance.

As per the GGSIP University Ordinance, ***a student should secure a minimum of 75% attendance of the total number of classes held during the semester, failing which he/she will be debarred from appearing in the examinations.***

A student who has been detained due to shortage of attendance will not be promoted to the next semester and he/she will be required to take re-admission and repeat all courses of the said semester with the next batch of students in case he/she would like to continue in Amity Law School. In other words he/she will lose one year.

As per the Bar Council of India Rules of 2008, ***no student shall be allowed to take the end semester test in a subject if the student concerned has not attended minimum of 70% of the classes held in the subject concerned and 75% of the classes in all subjects as also the moot court room exercises, tutorials and practical training conducted in the subject taken together.***

The Bar Council of India also requires the student to produce a Certificate of Attendance issued by the Director at the time of his/her enrolment with the Bar Council. If a student does not have 75% of attendance, he/she will not be permitted to enroll as an advocate as per the Advocates Act, 1961.

In view of the above mentioned requirement of the University as well as the Bar Council of India, students are advised in their own interest to comply with the attendance requirement to avoid the consequences of shortage of attendance. It is clarified further that ***if a student is short of attendance as per the University and the Bar Council norms he/she will be debarred in all subjects of that particular semester.***

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Some students are under a misconception that attendance will be granted on medical grounds in addition to the 25% absence permitted under the University Regulations. It is not so.

It is hereby clarified that:

- 1) The maximum percentage of attendance that will be regularized on medical grounds / family functions, participation in co-curricular / extra curricular activities such as moot courts, debates, sports etc. will not be more than 25% of the total number of classes. Of course, attendance will be given for actual participation in moot court and other activities including the days of journey wherever applicable. **No attendance will be granted for preparation for the moot court and other activities, unless specifically granted by the Doctor.**
 - I. No medical certificate is required to be submitted, if the percentage of absence is 25% of the total number of classes or less than that. The Director, in his discretion is permitted to condone 5% more absence in exceptional cases for which the student will have to submit applications accounting for the entire 30% absence.
 - II. In case of participation in co – curricular and extra – curricular activities, the application duly signed by the faculty in – charge of the particular activity should be submitted to Ms. K.K. Geetha **before** such participation by way of information and also immediately **after** the participation for considering the grant of attendance. Any application received after the stipulated dates will not be considered.
 - III. Students are advised to avoid **the dates of the first and second internal assessment tests in** participating in moot court competitions and other activities, **unless specifically authorized by the Director.** **No retest, doubling up of marks, viva etc. will be permitted for absentees on the days of the test(s).**

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- IV. Students who are irregular or unpunctual in attending classes will not be permitted to participate in moot courts and other co-curricular or extra-curricular activities of the law school.
- V. Once the debarred list is put up on the notice board, no further hearing will be given to the students except in cases of any discrepancy in the calculation of attendance.
- VI. **If a student is continuously absent for a period of one week or more without permission, his/her parents will be informed accordingly.**
- VII. All the students are expected to be formally and decently dressed while in the law school and should be punctual, regular in attending classes and disciplined throughout their study in the law school.

**PROF.M.K. BALACHANDRAN
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