

**HIMACHAL PRADESH UNIVERSITY**  
**O/o Controller of Examinations**  
**Summer Hill, Shimla-5**

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No.: PS/COE-HPU/2024

Dated: 27<sup>th</sup> March, 2024

**CIRCULAR**

In compliance to the Regulations for the Undergraduate Programmes (CBCS-UG), all Directors/Principals are informed to mark the attendance of candidates online on the ERP system from respective college ID for ensuing undergraduate examinations commencing from March/April 2024, vide which a user manual was also supplied for understanding of the process.

In this regard, it is requested to ensure that the online attendance of students/candidates of your college/centre has been marked and verified properly, so that, their result could be declared well in time without any delay. It is pertinent to mention here that it shall be the sole responsibility of the principal of the concerned college/institution to mark the online attendance without fail.

  
27.3.2024  
Controller of Examinations

Endst No. Even

Dated: 27<sup>th</sup> March, 2024

Copy to: -

1. The Director, Higher Education of Himachal Pradesh, Shimla-171 001, for information and necessary action.
2. All the Principals of the colleges affiliated to the Himachal Pradesh University, for compliance.
3. The Director (ICDEOL), HPU, for information and necessary action.
4. The Principal, Department of Evening Studies, The Mall Shimla-171001, for information and necessary action.
5. The SPS to the Vice-Chancellor/PS to the Pro-Vice-Chancellor, for the kind information of the latter.
6. The SPS to the Registrar, HPU, Shimla-171 005, for information of the latter please.
7. The Assistant Registrar (Exam-1), HPU Shimla-5, for information and necessary action.
8. The Web Admin., HPU, Shimla-5, to upload the circular on the university website.
9. The Public Relations Officer, HPU, for wider publicity and circulation.
10. Guard File.

  
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