

**GOVERNMENT COLLEGE FOR WOMEN (AUTONOMOUS) KUMBAKONAM**

**APPLICATION FOR GRANT OF CONDONATION**

(Only those candidates who fail short of attendance from 60% to 74% of the working days need to use this form)

Centre :

Name of the candidate :

Register No:

Course & Subject :

No. of hours per days the  
College works :

Year / Semester

Total No. of days/ hours the  
College Worked :

No. of days/hours the candidate  
Attended :

Actual shortage of Attendance :  
Category:

i. 60% to 74%

Reason for shortage of  
Attendance  
(Evidence should be enclosed) :

Signature of the HOD  
With date

Signature of the Candidate  
with date

**D.D. Particulars**

**Sanction by the Principal in the**

**Case of category (i)**

**(The Principal should certify to the genuineness of the**

**Reason for absence)**

**GOVERNMENT COLLEGE FOR WOMEN (AUTONOMOUS) KUMBAKONAM**

**ATTENDANCE CERTIFICATE**

Centre :

Name of the Candidate :

Register No :

Class & Main :

Year / Semester :

Period of the Course

1. Total No. of working days:

2. No. of days attended :

3. Percentage of attendance :

Signature of the Candidate :

- ❖ Certified that the candidate has earned the required percentage of attendance
- ❖ The Candidate required condonation of attendance. Condonation will be sanctioned / Proposal shall be sent to the Controller of Examinations.
- ❖ The Candidate has not earned the required attendance and hence she / he is not permitted to sit for the examinations.
- ❖ Note: Strike off whichever is not applicable.